



Presbytery of San Gabriel

September Presbytery Meeting

Tuesday, September 16, 2025, 7:00 pm
Zoom

**PRESBYTERY OF SAN GABRIEL
STATED PRESBYTERY MEETING
September 16, 2025
Zoom Conference Call**

DOCKET

7:00 pm	Call to Order Land Acknowledgement/Opening Prayer Welcome	Moderator, RE Helen Darsie
7:03 pm	Stated Clerk's Report	RE Carrie Kohler
7:08 pm	Justice, Peacemaking, and Mission	RE Patrick Perry
7:18 pm	Personnel	TE Ann Oglesby-Edwards
7:21 pm	Commission on Ministry	TE Cyndie Crowell
7:36 pm	BREAK	Vice Moderator, TE Deidra Goulding
7:46 pm	Administration and Finance	TE Roberto Ramirez
7:51 pm	Committee on Preparation for Ministry	RE Jane Douglass
7:54 pm	Worship Communion	
<i>Today's offering will go to Presbytery of the Pacific's Immigrant Relief Fund. Please make checks to San Gabriel Presbytery, or go to sangabpres.org and click "DONATE"</i>		
8:16 pm	Adjournment and Benediction	Vice Moderator, TE Deidra Goulding

Upcoming 2025 Presbytery Meetings:

Saturday, November 15 9AM La Verne Heights, La Verne

PRESBYTERY OF SAN GABRIEL

OFFERING



IMMIGRANT SUPPORT FUND

<https://www.pacificpresbytery.org/mission/immigration-the-pcusa/>

The Immigrant Support Fund was initially established in response to the rise in deportations in metropolitan Los Angeles in 2017, with guidance and consultation from PC(USA) Presbyterian Disaster Assistance's Refugee and Asylum Ministry (now called the PCUSA Migration Accompaniment Ministry). It is a financial expression of our religious practice to obey Jesus Christ's command to use our resources to care for the most vulnerable among us (Matthew 25). We remember the holy family's flight across a political border and seek to accompany others enduring similar situations.

Text to Give

Text (626) 469-5775

Simply text the amount you'd like to give to this number. First time givers will be prompted to provide a payment method via secure web page.

Donate Online

Go to
www.sangabpres.org/donate

Select "Give to Presbytery Offering" from the dropdown menu at the bottom of the page.

Donate In-Person or by Mail

Mail a check to:
Presbytery of San Gabriel
9723 Garibaldi Avenue
Temple City, CA 91780

Memo: September Offering

**Presbytery of San Gabriel
Stated Clerk's Report for September 16, 2025**

CONSENT AGENDA

The Stated Clerk brings the Consent Agenda for vote (Items 1-6)

1. That enrollment of minister and elder commissioners be by enrollment list, excuses properly filed with the stated clerk be honored, and all honorably retired ministers and out of state ministers be excused unless enrolled as present.
2. That the minutes of the Stated Meeting of June 14, 2025, be approved.
3. That the proposed docket distributed in the packet be approved.
4. That all corresponding members voted upon and registered in writing with the stated clerk be seated.
5. To receive financial reports through June 30, 2025.
6. That Presbytery recognize that the action items approved at this meeting, taken together with all votes responding to requests by sub bodies of the Presbytery, as fulfilling the Presbytery's responsibility to review the work of the continuing committees, and special organizations, in accordance with the principles of Administrative Review of G-3.0108a of the Book of Order.

REPORT FOR THE RECORD

Communion was served at the June 14, 2025 Presbytery meeting, celebrated by TE Jihyun Oh and TE Deidra Goulding.

INFORMATION

1. 2025 Records Review Book Signing is scheduled for October at the Presbytery Center. All clerks are encouraged to attend. More information is to be followed by email.
2. The Synod Minutes Review happened on August 11, 2025. We had two minor errors from the 2024 minutes: no report of the election of corporate officers and no report of the presbytery's review of its committees. We had three exceptions including no financial review present in the 2024 minutes and no child/vulnerable protection policy or anti-racism policy.
3. The Synod of Southern California & Hawaii is hosting two Boundary Trainings on December 9, 2025 and December 11, 2025 from 9am – 3pm for TEs with a two-hour training on the same days for church employees. These training courses are FREE and IN-PERSON. Locations to be determined and will be shared soon along with the registration link. All TEs and church employees are highly encouraged to attend.
4. Attached as an addendum to this report is an explanation of how the new Book of Order amendments affect our Presbytery and our churches. Please review the addendum with your sessions as soon as possible.
5. A disciplinary complaint has been received regarding a Teaching Elder member of the Presbytery, and an Investigating Committee has been formed.
6. Following a disciplinary complaint and an investigation, the Rev. Gregory Parker has agreed to a negotiated settlement and an alternative form of resolution to the charges. The following charges have been approved by the Presbytery Permanent Judicial Commission:

The Presbyterian Church (U.S.A.) charges you, Rev. Gregory Parker, a teaching elder, with the following offenses defined in the Book of Order for charges #1 and #2 (D-7.0103):

In the month on or about August, 2022, you, Gregory Parker, did commit the offense of inappropriate interaction with a female minor (at the time of the incident) at the Rose Bowl Aquatic Center. There was unwanted physical contact by you to the female minor after a swim practice. This behavior was video recorded by the Rose Bowl Aquatic Center (RBAC) which resulted in a police report, an investigation and you ultimately being barred from the RBAC. In our interview with witnesses:

you gave a full, frontal hug that crossed the boundaries of an adult to a non-relative female minor the female minor indicated needing help to her coach that this behavior was unwanted witness indicated that technically you should not have been where minors were swimming at that time as you were not in official capacity

During your tenure as a teacher and swim coach at Maranatha High School (MHS), you did commit the offense of inappropriate interaction with a female minor (student) at a MHS swim race during the swim meet. There was unwanted physical contact by you to the female minor (student) after a race that included; caressing her back, being asked to stop and unwilling to do so for several seconds.

7. Presbytery Meeting Schedule for 2025:

Saturday, November 15 9 AM La Verne Heights, La Verne

8. Please submit your request to be excused to statedclerk@sangabpres.org in advance of the meeting.

4. Information for your reference:

2025 Presbytery Minimums

Full-Time Salary & Housing	\$67,795.00	(Half-time: \$34,897.50)
BOP: 43% of effective Salary	\$30,012.00	(Half-time: \$18,490)
Travel/Professional Expenses	\$3,310.00	(Half-time Associate: \$1,655)
Continuing Education Expenses	\$1,230.00	(Half-time Associate: \$ 615.00)
Paid Study Leave: 2 weeks		
Paid Vacation: 1 month (4 Sundays)		

5. Just a reminder – If you make a motion on the floor that changes the printed handouts substantially or is a new motion, please write out your motion and turn it in ahead of time to the stated clerk. It is always helpful to present action items in writing in advance.



Presbytery of San Gabriel

9723 Garibaldi Avenue • Temple City, California 91780 • (626) 614-5964

www.sangabpres.org • presby@sangabpres.org

Rev. Wendy S. Tajima, Executive Presbyter
Rev. Peter Tan-Gatue, Associate Executive Presbyter
Elder Carrie Kohler, Stated Clerk for Administration
Elder Steve Salyards, Stated Clerk for Judicial Process

Stated Clerk Report – Response to 2025 Book of Order Amendments

Friends, as you know, the 226th General Assembly (2024) proposed a series of amendments to the Book of Order. A majority of presbyteries approved these amendments by May 13, 2025, and they became effective July 4, 2025. I want to share with you what these changes mean for our presbytery, our committees, and our congregations.

1. Nondiscrimination & Ordination Exams (Amendments 24-A & 24-C)

- The nondiscrimination clause (F-1.0403) now explicitly includes *sexual orientation and gender identity*.
- For ordination and installation exams, candidates must now be examined on their understanding and commitment to principles of diversity, inclusion, and justice (Amendment 24-C), as well as the Historic Principles of Church Order (F-3.01).

Our presbytery action:

I encourage sessions to review their mission statements and congregational policies and reflect on this expanded language of inclusion. Sessions are reminded that it is their responsibility to examine candidates for elders and deacons, and to now include in their examinations the commitment to F-1.0403 and F-3.01.

2. New Worshiping Communities (24-B)

- Flexible polity provisions in G-1.0104 now allow new and nontraditional worshiping communities to affiliate with the PC(USA) with “minimal, flexible, and adaptable” governance.

Our presbytery action:

The Commission on Ministry will review how this amendment can streamline member inclusion, charters, leadership structures, and oversight for emerging ministries.

3. Temporary Pastoral Relationships (24-D & 24-E)

- Temporary pastoral contracts may now last up to 36 months, rather than being limited to one year at a time.

Our presbytery action:

Sessions seeking temporary pastoral leadership are advised of the extended terms available. Commission on Ministry may set a guideline for extended terms.

4. Dissolutions & Nondisclosure Agreements (24-G)

- The Book of Order now clarifies that nondisclosure agreements (NDAs) cannot be used in the dissolution of pastoral relationships.

Our presbytery action:

This has been common practice for our presbytery. Please reach out to COM with any questions.

5. Required Council Policies (24-H, G-3.0106)

- All councils must now adopt and implement policies regarding:
 - sexual misconduct and harassment
 - child and youth protection
 - vulnerable adult protection
 - antiracism

Our presbytery action:

The Commission on Ministry is currently preparing the Sexual Misconduct, Child and Youth Protection, and Vulnerable Adult protection policy for our Presbytery. Sessions are encouraged to use the Presbytery's policies as examples for individual church policies.

6. Overtures to the General Assembly (24-I)

- Presbyteries may now submit overtures directly to the General Assembly without requiring concurrence from another presbytery.

Our presbytery action:

Concurrences are still possible, but no longer required.

7. Representation at the General Assembly (24-J)

- The formula for calculating the number of commissioners each presbytery sends to General Assembly has been updated (G-3.0501).

Our presbytery action:

Our presbytery will continue to send one ruling elder commissioner and one teaching elder commissioner to General Assembly..

8. Judicial Procedures (24-K & 24-L)

- Allegations of an offense (D-7.0501): Clerks of session and stated clerks must now immediately report that *an offense has been alleged* (without naming individuals) and forward the matter to an investigating committee. Mandatory civil reporting remains required in cases involving minors or vulnerable adults.
- Administrative leave (D-7.0902b): Clarifies who has responsibility for a minister under leave, especially when multiple councils are involved.

Our presbytery action:

This is already the common practice for our Presbytery.

As you and your sessions review these updates, please be in touch with me for any questions, clarifications, or concerns.

Respectfully submitted,

Carrie Kohler

Stated Clerk for Administration

Presbytery of San Gabriel

MINUTES FOR THE PRESBYTERY OF SAN GABRIEL STATED PRESBYTERY MEETING

June 14, 2025

A meeting in-person at Praise Community Church

ASSEMBLE IN GOD'S NAME

The Presbytery of San Gabriel convened on Saturday, June 14, 2025 at 9:00 am, in-person at Praise Community Church, in Covina. A quorum was present as reflected in the roll. Moderator RE Helen Darsie called the meeting to order at 9:00 am. Ruling Elder Carrie Kohler was the Stated Clerk for the meeting.

ENGAGE IN GOD'S WORK

Call to Order

RE Helen Darsie opened the Presbytery Meeting. TE Peter Tan-Gatue, pastor of Praise Community church, welcomed the Presbytery members. Due to the cancellation of the February 2025 meeting, Peter passed the moderator stole to Helen at this meeting. Helen presented Peter with his moderator plague for his work in 2024. RE Helen Darsie installed TE Deidra Goulding as Vice-Moderator for 2025. Helen led the land acknowledgement responsive reading before opening in prayer.

REPORT OF THE STATED CLERK

RE Carrie Kohler reported. She welcomed the Presbyterian members and friends.

The Presbytery moved, seconded, and voted to receive the following information items from the Stated Clerk's report and to approve the following consent agenda (Items 1-7) by voice vote:

CONSENT AGENDA

The Stated Clerk brings the Consent Agenda for vote (Items 1-7)

1. That enrollment of minister and elder commissioners be by enrollment list, excuses properly filed with the stated clerk be honored, and all honorably retired ministers and out of state ministers be excused unless enrolled as present.
2. That the minutes of the Stated Meeting of April 8, 2025 be approved.
3. That the proposed docket distributed in the packet be approved.
4. That all corresponding members voted upon and registered in writing with the stated clerk be seated.
5. To receive the preliminary Statement of Activities financials for 2024 and Q1 2025.
6. To agree to the ratified amendments to the Book of Order presented at the 2024 General Assembly.
7. To receive report from the Executive Commission.

REPORT FOR THE RECORD

Communion was served in the April 8, 2025, Presbytery meeting, celebrated by TE Peter Tan-
Gatue and RE Helen Darsie.

INFORMATION

1. Presbytery Meeting Schedule for 2024:
Tuesday, September 16 7 PM Zoom
Saturday, November 15 9 AM LaVerne Heights
2. Please submit your request to be excused to statedclerk@sangabpres.org in advance of the meeting.
3. Information for your reference:
2025 Presbytery Minimums

Full-Time Salary & Housing	\$67,795.00	(Half-time: \$34,897.50)
BOP: 43% of effective Salary	\$30,012.00	(Half-time: \$18,490.00)
Travel/Professional Expenses	\$3,310.00	(Half-time Associate: \$1,655)
Continuing Education Expenses	\$1,230.00	(Half-time Associate: \$ 615.00)
Paid Study Leave: 2 weeks		
Paid Vacation: 1 month (4 Sundays)		
4. Just a reminder – If you make a motion on the floor that changes the printed handouts substantially or is a new motion, please write out your motion and turn it in ahead of time to the stated clerk. It is always helpful to presence action items in writing in advance.

Justice, Peacemaking, and Mission

RE Patrick Perry reported for the Committee. The JPM Committee continues its work and advocacy in several areas: immigration, creation care, and housing. In addition, JPM has been tasked with coordinating the Presbytery's efforts to provide assistance to those who have been affected by the recent Eaton fire.

Patrick presented the meeting's offering, which will go to Pomona Valley Pride. TE Vikki Randall presented on Pomona's work.

Patrick concluded the JPM report.

La Casa Administrative Commission

TE N'Yisrela reported for the La Casa Administrative Commission. N'Yisrela presented on the history of La Casa. The AC recommends their resolution:

That the Presbytery transfer, free of charge and without consideration, solely and exclusively to the Gabrieleno/Tongva Tribal Council, a California non-profit corporation (the "Tribal Council"), the leaders of the San Gabriel Band of Mission Indians, that certain real property legally described in Exhibit A attached hereto (the "Property").

With no second needed as the motion came from an Administrative Commission, the Presbytery moved and voted to approve the resolution proposed by the La Casa de San Gabriel Administrative Commission.

N'Yisrela concluded the AC report.

Commission on Ministry

TE Sophia Eurich Rascoe reported for the Commission. Sophia introduces Rev. Katherine Lee Baker, a pastor from the Reformed Church in America. Rev. Baker has been called by Westminster Presbyterian Church as Pastor through the Formula of Agreement. Rev. Baker read her statement of faith and was asked

questions by members of the Presbytery. TE Duane Bidwell escorted Katherine out during the Presbytery's vote on her call.

The motion is to approve the call of Westminster Presbyterian Church to Rev. Katherine Lee Baker as Pastor, effective July 1, 2025, and receive her as a minister member of the Presbytery of San Gabriel through the during of her call, according to the Formula of Agreement with the Reformed Church in America with these terms of call:

Cash Salary \$40,000
Housing Allowance \$60,000 Temp Housing/Manse valuation
Board of Pensions \$46,600 Congregational Pastors Package with family
Study Leave \$1,230
Professional Exps \$3,310
Four weeks paid vacation including four Sundays
Two weeks paid study leave with rollover up to three years
Personal Time Off and up to 12 weeks family leave in accordance with Employee Handbook, Presbytery policy, State of California, as negotiated
Moving expenses (one cross-country move and one local move) up to \$31,000.

With no second needed as the motion came from the Commission on Ministry, the Presbytery moved and voted to approve the call of Westminster Presbyterian Church and receive Rev. Katherine Lee Baker through the Formula of Agreement.

Sophia introduced TE Stuart Gordon, transferring from the Presbytery of Middle Tennessee. Rev Gordon has been called by San Marino Community Church as Associate Pastor of Adult Spiritual Formation, and was voted on by the congregation last Sunday. Rev. Gordon read his statement of faith and was asked questions by members of the Presbytery. TE Duane Bidwell escorted Stuart out during the Presbytery's vote on his call.

The motion is to approve the call of San Marino Community Church to Rev. Dr. Stuart Gordon as Associate Pastor of Adult Spiritual Formation, effective July 1, 2025, with the following terms of call, and receive him as a minister member of San Gabriel Presbytery upon transfer from Middle Tennessee with these terms of call:

Cash Salary and Housing \$83,000
Deferred Compensation \$6,000
"Domingo Manse" value \$26,700 30% eff. salary; inc. water, lawn care, trash
Board of Pensions \$49,170 Congregational Pastors Package with family
Study Leave \$1,230
Professional Expenses \$3,370
20 days paid vacation including four Sundays
20 days paid study leave
Paid time off for sick leave, jury duty, bereavement, etc. in accordance with SMCC Employee Handbook and meeting or exceeding Presbytery policy
Paid sabbatical of six weeks in seventh year of service
Moving expenses up to \$25,000.

With no second needed as the motion came from the Commission on Ministry, the Presbytery moved and voted to approve the call of Westminster Presbyterian Church and receive Rev. Dr.

Stuart Gordon as a minister member of San Gabriel Presbytery.

Sophia presented the recommendation by COM that the Presbytery approve the call of Claremont Presbyterian Church to Rev. Dr. Duane Bidwell as Interim Pastor. Duane spoke briefly about his calling to walk with Claremont through their discernment.

The motion is to approve the call of Claremont Presbyterian Church to Rev. Dr. Duane Bidwell as Interim Pastor, for a term of one year, effective June 1, 2025 with these terms of call:

Salary and Housing	\$87,800
Medical Insurance and dental	\$25,611 Covered California: Kaiser Gold 80 HMO with vision
Board of Pensions	\$8,780 Covenant Package, 10% of Total Effective Salary
SECA offset	\$3,656.72 (7.65% of salary, excluding housing)
Study Leave	\$1,230
Professional Expenses	\$3,310
Four weeks paid vacation including four Sundays	
Two weeks paid study leave	
Twelve days paid personal time off, including sick leave as required by law.	

With no second needed as the motion came from the Commission on Ministry, the Presbytery moved and voted to approve the call of Claremont Presbyterian Church to Rev. Dr. Duane Bidwell as Interim Pastor.

Sophia presented the Commission's final recommendation for the Presbytery to establish an administrative commission with original jurisdiction for Iglesia de la Comunidad. Membership will include TE Amy Mendez with more members to be approved in the future by the Presbytery or the Presbytery Executive Commission. The administrative commission will have the authority of the Session, with the goal of stabilizing the congregation and work with ruling elders to seek new pastoral leadership and a new chapter of ministry for the congregation.

The motion is to establish an administrative commission with original jurisdiction for Iglesia de la Comunidad.

With no second needed as the motion came from the Commission on Ministry, the Presbytery moved and voted to establish an administrative commission with original jurisdiction for Iglesia de la Comunidad.

Sophia prayed for Katherine, Stuart, and Duane and concluded her report.

Village Administrative Commission

TE Wendy Tajima introduced Anna Puentes, Village AC member, who share the history of Village Presbyterian Church. The AC moved their recommendation for Village and its assets.

The motion is that the Presbytery dissolve the Village Presbyterian Church congregation, receive all assets of Village Presbyterian Church, including real estate property and financial assets, and that the Presbytery employ Anna Puentes and Steve Grieve to manage the Village property and

represent the Presbytery with the users of the facility.

With no second needed as the motion came from an Administrative Commission, the Presbytery moved and voted to dissolve the Village Presbyterian Church congregation, receive all assets of Village Presbyterian Church, and employ Anna Puentes and Steve Grieves to manage the Village property and represent the Presbytery with the users of the facilities.

TE Wendy Tajima prayed for Village Presbyterian Church and its dispersing congregation.

Sophia concluded the COM report.

At the invitation of Moderator Helen Darsie, Vice-Moderator Deidra Goulding assumed the role of moderator.

Personnel Committee

TE Ann Oglesby-Edwards presented the Personnel report. The Executive Commission has approved three job descriptions including a job description for a new Executive Presbyter upon TE Wendy Tajima's retirement. The Executive Commission also approved the Executive Presbyter Nominating Committee which includes RE Pat Martinez-Miller, moderator; CRE Bong Bringas, RE Carl von Bibra, TE Amy Mendez, and TE Harlan Redmond. The other two job descriptions are for a Lead Chaplain for Retired Presbyterian Church Workers and a Chaplain for Retired Presbyterian Church Workers at Westminster Gardens. Job Descriptions attached.

Ann concluded her report.

Education, Equipping, and Empowerment

RE Deborah Owens presented the EEE report. Deborah shared that four students from San Gabriel Presbytery will be attending the annual national Triennium event. Deborah also shared about SummerFest, the reimagined offering that took the place this year for WinterFest which was cancelled due to the Eaton Fires. Stated Clerk and Executive Director of the Interim Unified Agency, Presbyterian Church (USA), Rev. Jihyun Oh is onsite to present a plenary as part of the SummerFest events.

Deborah concluded her report.

Worship

Rev. Katherine Lee Baker led the Presbytery in a call to worship, Rev. Dr. Duane Bidwell led a prayer, Rev. Dr. Stuart Gordon led a responsive scripture reading. Rev. Wendy Tajima led a responsive reading of A Creed for Immigrants.

Rev. Jihyun Oh and Rev. Deidra Goulding led communion.

RE Helen Darsie offered a blessing for the youth attending Triennium.

The Presbytery's offering was received for the Pomona Valley Pride Center.

Adjournment and Benediction

Meeting was adjourned at 10:50am by Vice-Moderator TE Deidra Goulding with a prayer of blessing for the meeting and benediction.

Respectfully Submitted,

Carrie Kohler, Stated Clerk for Administration

Presbytery of San Gabriel
Executive Commission Report to the Presbytery
June 14, 2025

The San Gabriel Presbytery Executive Commission (PEC) met on Zoom on Tuesday, May 13, 2025, with a quorum present, and makes the following report to the Presbytery.

FOR INFORMATION

1. Preliminary financials for year-end 2024 and 1st Quarter 2025 were reviewed and will be included in the Presbytery packet. See attached.
2. The Commission approved the distribution of Eaton Fire Relief Funds that have been given to the Presbytery, as recommended by the Justice Peacemaking and Mission Committee. A total of \$58,678.72 in grants and private donations was received, of which \$30,000 was received from PDA for restricted purposes:
 - \$15,000 in two emergency grants, distributed to impacted churches according to need
 - \$5,000 congregational support grant to First Presbyterian Church, Altadena
 - \$5,000 congregational support grant to Westminster Presbyterian Church
 - \$5,000 resiliency grants for impacted Presbytery leaders.

The remaining \$28,678.72 was approved for allocation as follows:

- \$7,500 to Door of Hope to provide short term rental assistance for low-income families displaced by the Eaton Fire as part of a \$150,000 matching grant
 - \$10,000 to the National Day Laborer Organizing Network (NDLON) to purchase personal protection equipment for “second responders” assisting with remediation and cleanup efforts of fire damaged properties
 - \$7,000 for grocery gift cards to low-income immigrant families staying at the Figueroa Apartments, approximately 40 families staying in a fire-damaged building because they have nowhere else to live and have lost work
 - The balance, approximately \$4,178.72, was set aside for future allocation.
3. On behalf of the Presbytery, the Commission elected TE Deidra Goulding as Vice Moderator of the Presbytery, to be installed at the June Presbytery meeting.
 4. On behalf of the Presbytery, the Commission approved new job descriptions for two Chaplains for Retired Presbyterian Church Workers and for the next Executive Presbyter.
 5. The Commission affirmed the members of the Presbytery Engagement Team to work with First Presbyterian Church, Pomona: RE Sam Bang, RE Jen Smith, TE Sophia Eurich-Rascoe, and TE Thomas Rennard.
 6. The Commission approved the plan to move Winter Fest to Summer Fest, June 12-14, with Jihyun Oh coming to speak on June 14. The Day of Service will follow lunch.

**Presbytery of San Gabriel
Position Description
Chaplain for Retired Presbyterian Church Workers
Westminster Gardens**

Purpose: To provide pastoral services for retired PC(USA) missionaries, pastors, church workers, and their spouses living at the Westminster Gardens retirement community.

Responsibilities:

Westminster Gardens is now a multifaith community independent of the Presbyterian Church (USA), yet there are retired church workers who still live there and the Presbytery, with the support of the House of Rest, seeks to provide limited chaplain services to support them. The Westminster Gardens chaplain will be visibly present on campus in Duarte to lead a Bible study, and be available for any needs that may arise from the Presbyterian residents. While the Bible study is designed for the Presbyterian residents, all are welcome, as they are welcome to the Sunday vesper services. This is consistent with the Presbyterian tradition of openness and mutual respect with people of different traditions in the Christian church, and people of other faiths.

Westminster Gardens Chaplain (stipend, on average 20 hours/month)

1. Lead a weekly Bible study on campus for residents.
2. Preach once a month geared to the Sunday vespers service, held weekly at 4 pm.
3. Provide pastoral visitation and consultation for retired Presbyterian church workers and their families living at Westminster Gardens as requested or needed.
4. Assist retirees, families, and other helping professionals with family, end-of-life, benefits, and other critical high-stress concerns as requested.
5. Partner with Westminster Gardens staff, Presbytery staff, and the Board of Pensions to ensure information is shared in order to provide coordinated support to retirees.

Qualifications:

- PC(USA) Teaching Elder or experienced chaplain
- Experience in compassionate ministry with older adults and their families
- Appreciation for the evolution of vocation as people transition into retirement
- Ability to work with pastors from different cultures
- Experience in coordinating efforts with volunteer leaders and multiple constituent groups (Westminster Gardens staff, Presbytery, House of Rest, Board of Pensions)
- High level of initiative and accountability.

Accountability: The Chaplaincy for Retired Presbyterian Church Workers reports directly to the Lead Chaplain, in cooperation with the PALs (Present, Attending, Listening neighbors) of Westminster Gardens and the San Gabriel Presbytery Commission on Ministry.

Compensation (annualized)

Stipend	\$12,000
Professional expenses and study leave	300
Program Expenses	<u>500</u>
Estimated total	\$12,800

Presbytery of San Gabriel
Position Description
Lead Chaplain for Retired Presbyterian Church Workers

Purpose: To provide pastoral services for retired PC(USA) missionaries, pastors, church workers, and their spouses living in the bounds of San Gabriel Presbytery.

Responsibilities:

San Gabriel Presbytery, with the support of the House of Rest, seeks to provide support for retired PC(USA) church workers, especially acting in a pastoral capacity for the residents of Monte Vista Grove Homes (MVGH). The Chaplain will be the lead for the Presbytery-wide chaplaincy program, coordinating with the MVGH Residents Executive Council and staff, Westminster Gardens Chaplain and Presbytery staff to develop a ministry of presence, support, spiritual care, and advocacy for retirees as they face their changing needs in their senior years. As with the pastor of a congregation, the Chaplain is not expected to directly provide all services, but to work with volunteers and colleagues at MVGH and in the community to form a network of ministries.

Anticipated Duties (full-time exempt):

1. Attend monthly meetings of the MVGH Residents Executive Council to stay coordinated with MVGH programs, communications, and responses to the needs of the residents.
2. Work with MVGH Chaplaincy Committee and others to coordinate and support a care network of MVGH residents who volunteer their own pastoral gifts to fellow residents.
3. With resident volunteers and community pastors, provide pastoral visitation for retired Presbyterian church workers and their families living in all levels of care at MVGH, as requested or needed.
4. Assist retirees, families, and other helping professionals with family, end-of-life, benefits, and other critical high-stress concerns as requested or needed
5. Partner with MVGH staff, Presbytery staff, community colleagues, and the Board of Pensions to provide information and coordinated support to retirees with their various needs.
6. Preach up to once a month for the weekly MVGH vespers service, held Sundays at 4 pm, and provide support to the planning group as needed.
7. Coordinate Bible studies and prayer and support groups, working with residents and professionals as needed.
8. Develop relationships with MVGH residents through a welcome to all new residents, development of a recordkeeping system for direct contacts, participation in social activities, and support of retirees and families in crisis and in memorial services.
9. Offer an unobtrusive way to connect with retirees living in the community, so they know who to contact if needed.
10. Act as overall chaplaincy program coordinator with the Westminster Gardens Chaplain, leadership groups working with retirees, House of Rest, and Presbytery staff. Available for feedback and evaluation of the chaplaincy program from all constituents, with annual reports to the House of Rest including accomplishments, needed changes, and future plans.

Qualifications:

- PC(USA) Teaching Elder
- Experience in compassionate ministry with older adults and their families
- Appreciation for the evolution of vocation as people transition into retirement
- Ability to work with pastors and families from different cultures
- Experience in coordinating efforts with volunteer leaders and multiple constituent groups

- High level of initiative and accountability
- High preference for training and experience in marriage and family counseling, spiritual direction, CPE, and/or social work.

Accountability: The Lead Chaplain for Retired Presbyterian Church Workers reports directly to the Executive Presbyter, in cooperation with the Residents Executive Council and Chaplaincy Committee of MVGH, the House of Rest, and the San Gabriel Presbytery Commission on Ministry.

Compensation (annualized)

Salary and Housing	\$80,000	
Program Expenses	5,000	
Professional and continuing education expenses	1,500	
Benefits equivalent to BoP Pastor's Package for family	<u>36,000</u>	(estimated)
Estimated total	\$122,500	

Four weeks/one month paid vacation
 Two weeks paid study leave
 Twelve days personal time off, including days for sick leave as required by law
 Sabbatical and family leave as outlined in Presbytery policy.

Presbyterian Church (U.S.A.). San Gabriel Presbytery
Position Description
Executive Presbyter
5/13/2025

Purpose: To further the mission of Jesus Christ through the Presbytery of San Gabriel by supporting local congregations and teaching elders and, with Presbytery leadership, leading the Presbytery in mission and ministry.

Responsibilities:

1. Partner with the leadership of the Presbytery in visioning the mission for the PC(USA) in the bounds of the San Gabriel Presbytery, and in articulating, resourcing, communicating, and implementing strategies for mission that support this vision.
2. Support the ministries of the congregations and worshiping communities of the Presbytery with care and nurture, aid in strategic decision-making and management, help in securing needed pastoral leadership, facilitation of partnerships and networks that strengthen their mission, observance of milestones, and help in interpreting the mission of the larger church.
3. Provide care and nurture of teaching elder members of the Presbytery and key church leaders. Further, identify and help to develop potential and current Presbytery leaders that reflect the broad ethnic, language, theological, and LGBTQ diversity of the Presbytery. Ensure that they are trained and empowered to fulfill effectively their leadership roles in the Presbytery.
4. Serve as the head of Presbytery staff, ensure sound financial management, and support the development of Presbytery policies and procedures, with the goal of ensuring resources are aligned with the mission of the Presbytery. Provide transformational and sensitive leadership to make changes as necessary.
5. Serve as staff resource to the Presbytery Executive Commission, the Commissions on Ministry and Preparation for Ministry, and the Administration and Finance, Representation and Nominations, and Personnel Committees, and ensure appropriate staffing for other committees and task forces as required.
6. Work with the respective Presbytery commissions and committees to develop skills needed to support and guide the mission of the Presbytery, such as church planting and transformation, conflict management and congregational dismissals, preparation for ministry and nurture of teaching elders new to the Presbytery, outplacement of teaching elders, response to allegations of sexual misconduct, and other special needs of the Presbytery.
7. Promote communication and understanding throughout the diverse members of the Presbytery, between Presbytery members and other levels of the church, and between Presbytery and the community it serves, including ecumenical/interfaith relations, seminaries and retirement communities, and the press as necessary.
8. Nurture an environment of faithful service and hope, mutual respect and support, accountability, and informed leadership in Presbytery-related meetings and among Presbytery leaders and staff.
9. Actively engage the Synod of Southern California and Hawaii and its presbyteries in conversation about the future of the PC(USA) in Southern California.
10. Support the Presbytery in anticipating, engaging, and responding to emerging ministries, technologies, and needs in San Gabriel Valley and among Presbytery member congregations, including nurturing and assessing new worshiping communities, learning and taking advantage of new technologies, and caring for congregations in transition.
11. Help educate and encourage the Presbytery to be aware of and faithfully responsive to justice issues in the sphere of concern and influence of the Presbytery.

12. Oversee staff and/or committees and commissions to seek any additional external funding sources required to support ministries of the Presbytery, including but not limited to: grants from Presbyterian Disaster Assistance (immigrant accompaniment), House of Rest (chaplains for retired church workers), San Marino Community Church (LA General Medical Center chaplain), and the Synod of Southern California and Hawaii (various).

Qualifications:

- PC(USA) Teaching Elder or Ruling Elder
- Experience in Presbyterian council leadership at all levels
- Demonstrated ability to work with pastors and churches from different cultures
- Experience in administrative church leadership, including conflict management, financial and property management, staff and volunteer coordination
- High level of initiative and accountability.

Accountability: The Executive Presbyter is responsible to the Presbytery through its Executive Commission in coordination with the Personnel Committee, and acts as a colleague with leaders at the Synod and national levels of the Church. The Executive Presbyter will be expected to be a member of San Gabriel Presbytery.

Compensation (annualized)

Salary and housing	\$115,000
Requisite Board of Pension dues `	50,000 (est.)
to provide medical and pension for EP and family	
Professional expenses	5,000
Continuing Education expenses	<u>2,600</u>
Estimated total	\$172,600

Four weeks/one month paid vacation

Two weeks paid study leave

Twelve days personal time off, including days for sick leave as required by law
Sabbatical and family leave as outlined in Presbytery policy.

Meeting Attendance June 14, 2025

Altadena, First (3)

TE Vikki Randall
RE Virginia Gin
RE Sam Gin
Veronica Ota
Absent: 1

Arcadia, Capstone (3)

TE Bob Huang
RE Tony Wang
RE Ruby Hu
RE Dong Zongliang
Absent: 0

Arcadia Community (3)

TE John Scholte
Absent: 3

Arcadia, Village (3)

RE Anna Fuentes
RE Kathie Barrows
Absent: 1

Azusa, FCUPC (3)

CRE Tracey Shenell
RE Arlene Farol Saria
RE Arni Divina Garcia
RE Gabbi Lizares
Absent: 0

Claremont, Claremont (3)

TE Duane Bidwell
RE Tracy Doebler
RE Lynn Miller
RE Teddie Warner
Absent: 1

Claremont, Emmanuel (3)

CRE Jorge Gomez
Absent: 3

Covina, Faith Grace (3)

Absent: 3

Covina, GKI-LA (3) Absent:

3

Covina, Praise (3)

TE Peter Tan-Gatue
RE Betsy Muenyong
Absent: 2

Diamond Bar, Northminster (3)

RE Yvonne Harmon
Absent: 2

El Monte, Community (3)

RE Stephene Moseley
RE Gloria Hofrah
Absent: 1

El Monte, Divine Light (3)

Absent: 3

Hacienda Heights, SOTV (3)

TE Deidra Goulding
RE Sue Li
RE Janice Takeda
RE Angelica Michail
Absent: 0

La Puente, Puente de Esperanza (3)

TE Margarita Reyes
RE Caroly Pecho
Absent: 2

La Verne, LVHPC (3)

RE Mona Recalde
Absent: 2

Los Angeles, IDLC (3)

Absent: 3

Los Angeles, Occidental (3) Absent: 3

Monterey Park, Taiwanese (3)

Absent: 3

Pasadena, First Taiwanese (3)

Absent: 3

Pasadena, Knox (3)

TE Matthew Colwell
Absent: 3

Pasadena, New Hope (3)

Absent: 3

Pasadena Presbyterian (5)

TE Lisa Hansen
RE Areta Crowell
Absent: 4

Pasadena, Trinity (3)

Absent: 3

Pasadena, Westminster (3)

TE Katherine Lee Baker
TE Tom Eggebeen
RE Deborah Owens
RE Helen Darsie
Absent: 1

Pomona, First (3)

Absent: 3

Rowland Heights, KGSPC (3) Absent: 3

San Marino, SMCC (7)

TE Stuart Gordon
RE Randy Steward
RE Harold Ray
Absent: 6

South Pasadena, Calvary (3)

RE Patricia Martinez Miller
Absent: 2

Temple City, Grace (3)

RE Annie Lim
Absent: 2

Temple City, Live Oak (3)

CRE Andrew Ritiau
RE Shawa Banks
Absent: 2

Temple City, MEC (3)

Absent: 3

Whittier, Arabic Evangelical (3)

Absent: 3

Claremont, GBIP-USA

Eagle Rock, Interwoven

West Covina, Community Fellowship

TE Amy Mendez

Members At-Large

TE N'Yisrela Watts-Afriyie
TE Tom Rennard, PJC
RE Melinda Forbes

Corresponding Members

TE Jihyun Oh
Charity Ngaruiya, LA General

Meeting Attendance June 14, 2025

Visitors

James Holloway
Joshua Dong

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TE Ann Mills
TE Sophia Eurich-Rascoe
TE Ann Oglesby-Edwards
TE Dean Thompson

Presbytery Staff

TE Wendy Tajima
RE Carrie Kohler
Wendy Gist
RE Steve Salyards

PEC Elders

RE Patrick Perry, JPM

Ruling Elder Commissioners:	3
Commissioned Ruling Elders:	
Teaching Elder Members:	20
Voting Commissioners:	56
Corr. Members and Visitors:	4
Total in Attendance:	60

Presbytery of San Gabriel
Statement of Financial Position
As of June 30, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
10010 Petty Cash	300.00
10170 Chase Bank	28,053.62
1072 Bill.com Money Out Clearing	0.00
Total Bank Accounts	\$ 28,353.62
Other Current Assets	
11010 New Covenant Funds	
11015 New Covenant - Bal Growth	366,938.54
11017 New Covenant - Money Mkt	0.00
11019 New Covenant - Unreal App/Depr	44,893.01
11025 NCF - Azusa Endowment	5,172.82
11026 NCF - Azusa Unrealized	104.82
Total 11010 New Covenant Funds	\$ 417,109.19
11210 PILP Investment	260,000.00
11310 TD Ameritrade	
11311 TDA - Mutual Funds - Gen	1,382,320.70
11321 TDA - El Monte Initiative	486,278.38
11331 TDA - LA Grace	0.00
Total 11310 TD Ameritrade	\$ 1,868,599.08
11510 Monrovia Endowment	336,176.86
12000 Undeposited Funds	120,664.01
12100 Accounts Receivable	0.00
13110 Prepaid Mission La Casa	208.56
Total Other Current Assets	\$ 3,002,757.70
Total Current Assets	\$ 3,031,111.32
Fixed Assets	
15000 Fixed Assets	
15100 Presbytery Center	3,419,518.05
15150 Accum Depr - Presbytery Ctr	-693,856.72
15200 Azusa	3,955,330.98
15250 Accum Depr - Azusa	-568,871.80
15300 La Casa - San Gabriel	780,000.00
15350 Accum Depr - La Casa	-493,267.00
15500 West Covina Ministry Center	6,113,348.67
15550 Accum. Depr. - West Covina	-889,885.03
15700 Equipment and Furnishings	151,825.33
15750 Accum Depr - Equip & Furn	-139,569.96
15800 South Hills	0.00
Total 15000 Fixed Assets	\$ 11,634,572.52

Total Fixed Assets	\$	11,634,572.52
Other Assets		
18000 Notes Receivable		0.00
18100 LA Grace Note Receivable		1,196.72
18200 KGSPC Note Receivable		80,000.00
18300 La Puente St. Andrews Note		-21,250.00
18400 Baldwin Park First Note		0.00
18600 Note Receivagle - Alhambra TL		500,000.00
Total 18000 Notes Receivable	\$	559,946.72
19100 Other Long-term Assets		2,100,000.00
19200 Other Current Assets		
19210 Prepaid Expenses		0.00
19250 Prepaid Mission - La Casa		377.01
Total 19200 Other Current Assets	\$	377.01
Total Other Assets	\$	2,660,323.73
TOTAL ASSETS	\$	17,326,007.57
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Chase Credit Cards	\$	7,182.83
Other Current Liabilities		
20100 Accounts Payable		11,473.21
20200 Payroll Liabilities	\$	408.29
2110 Direct Deposit Liabilities		66.79
26300 Community Commerce PPP Loan		0.00
Direct Deposit Payable		2,386.60
Total Other Current Liabilities	\$	14,334.89
Total Current Liabilities	\$	21,517.72
Long-Term Liabilities		
26100 PILP Loan Payable		925,705.41
26150 PILP Restoring Creation Loan		149,721.56
26200 West Covina Renovation Loan		244,409.75
Total Long-Term Liabilities	\$	1,319,836.72
Total Liabilities	\$	1,341,354.44
Equity		
30000 Opening Balance Equity		0.00
31000 Presbytery-Restricted		
31010 Ministry Development		57,591.10
31020 Cong Develop/Redevelop		192,663.95
31030 New Worshipping Comm		47,333.00
31040 Leadership Development		90,799.20
31050 Tapestry		701.52
31060 South Hill Legacy		283,228.71
31070 Rowland Heights Fellowship		0.00
31080 Interwoven New Worshipping Commu		0.00
31085 Eagle Rock Renovation		163,029.88
31090 Westminster-Temple City (NWC)		0.00

Total 31000 Presbytery-Restricted	\$	835,347.36
31100 St. Andrews Unrestricted Fund		507,728.85
34000 Donor-Restricted		
34010 El Monte Initiative		391,682.47
34020 LA Grace		0.00
34030 Chaplain for HRs		181,583.22
34040 Living Waters/Peru		16,992.59
34050 Youth Triennium		3,439.23
34060 CPM Offering		27,478.57
34070 COM Offering		8,202.00
34080 Ministers' Salary Sharing		16,754.65
34090 House of Rest-Shared Grants		45,253.49
34100 Peacemaking		4,674.85
34110 SDOP		1.98
34120 Asylum Hospitality Organizer		31,330.92
34130 Azusa Endowment		5,277.64
34140 Migrant Mission Grants		0.00
34900 Other Donor-Restricted		378.32
Total 34000 Donor-Restricted	\$	733,049.93
39000 Unrestricted Net Assets		14,060,968.30
Net Revenue		-152,441.31
Total Equity	\$	15,984,653.13
TOTAL LIABILITIES AND EQUITY	\$	17,326,007.57

Wednesday, Jul 16, 2025 10:40:17 PM GMT-7 - Cash Basis

**Presbytery of San Gabriel
Statement of Activity**

	2025 Budget	Jun-25 YTD Budget	Jun-25 YTD Actuals	2025 Actual- Budget
REVENUE				
40000 Shared Mission				
40100 General Mission	255,000.00	127,500.00	103,468.33	(24,031.67)
40150 Extra Commitment Giving				
40151 Extra Commitment - Presbytery				
40155 Extra Commitment - Synod			125.00	125.00
40157 Extra Commitment - GA				
Total 40150 Extra Commitment Giving			125.00	125.00
40200 Special Offerings				
40210 Christmas Joy Offering			2,996.16	2,996.16
40220 One Great Hour of Sharing			18,378.15	18,378.15
40230 Peace and Global Witness				
40231 Peace & Global Witness - Pby			2,744.50	2,744.50
40237 Peace & Global Witness - GA				
Total 40230 Peace and Global Witness			24,118.81	24,118.81
40240 Pentecost Offering			1,300.00	1,300.00
Total 40200 Special Offerings			25,418.81	25,418.81
40300 Presbytery Offerings			955.61	955.61
40700 Restricted Gifts				
40710 Living Waters/Peru	5,000.00	2,500.00		(2,500.00)
40720 John Calvin-Shared Grants	1,000.00	500.00		(500.00)
40730 Tapestry/Triennium	3,000.00	1,500.00		(1,500.00)
40740 Immigrant Ministry	2,000.00	1,000.00	6,305.18	5,305.18
40750 LAC+USC Chaplaincy	15,500.00	7,750.00	16,500.00	8,750.00
40780 Eaton Fire Response			66,573.72	66,573.72
Total 40700 Restricted Gifts	26,500.00	13,250.00	89,378.90	76,128.90
40800 Church On-line Giving				
Total 40000 Shared Mission	281,500.00	140,750.00	219,346.65	78,596.65
42000 Facilities Cost Sharing	175,560.00	87,780.00	78,279.25	(9,500.75)
43000 West Covina	168,000.00	84,000.00	66,297.42	(17,702.58)
44000 Interwoven NWC	320,000.00	160,000.00	100,446.89	(59,553.11)
44900 Haven New Worshiping Comm				
00000 Live Oak Community Church	50,000.00	25,000.00	25,000.00	-
Total 44000 New Worshiping Comm	370,000.00	185,000.00	125,446.89	(59,553.11)
44850 Baldwin Park funds transfer				
45000 Inv Related Income/Transfers				
45100 Income - Unrest Funds				
45105 PILP	4,000.00	2,000.00	4,580.85	2,580.85
45110 Monrovia Endowment	11,600.00	5,800.00	3,156.80	(2,643.20)
45125 Grace LA				-

**Presbytery of San Gabriel
Statement of Activity**

	2025 Budget	Jun-25 YTD Budget	Jun-25 YTD Actuals	2025 Actual- Budget
45190 Interest/Dividends				-
Total 45100 Income - Unrest Funds	15,600.00	7,800.00	7,737.65	(62.35)
45210 Draw from Savings	167,994.94	83,997.47		(83,997.47)
45300 Restricted Funds Transfers				
45305 El Monte Initiative	36,000.00	18,000.00	9,000.00	(9,000.00)
45310 Assoc EP/Ministry Develop Staff	45,000.00	22,500.00		(22,500.00)
45320 Church/Min/Leader Development				-
45330 CPM	3,500.00	1,750.00		(1,750.00)
45335 COM	10,800.00	5,400.00	1,384.00	(4,016.00)
45340 House of Rest	88,610.00	44,305.00	31,100.00	(13,205.00)
45350 Asylum Hospitality Orgainzer	42,000.00	21,000.00	30,000.00	9,000.00
Total 45300 Restricted Funds Transfers	225,910.00	112,955.00	71,484.00	(41,471.00)
Total 45000 Inv Related Income/Transfers	409,504.94	204,752.47	79,221.65	(125,530.82)
Uncategorized Income			200.00	200.00
49300 Draw from Alhambra Dismissal Fund	100,000.00	50,000.00	100,000.00	50,000.00
Total Operating Revenue	1,504,564.94	752,282.47	668,791.86	(83,490.61)

EXPENDITURES

50000 Shared Mission Expense				
50100 GA Per Capita	43,951.00	21,975.50	22,194.92	219.42
50200 Synod Per Capita	12,939.00	6,469.50	6,356.92	(112.58)
50300 Wider Church Mission				-
50310 GA Mission	56,000.00	28,000.00	28,000.00	-
50320 Special Offerings				-
Total 50300 Wider Church Mission	56,000.00	28,000.00	28,000.00	-
50400 Extra Commitment Giving			275.00	275.00
Total 50000 Shared Mission Expense	112,890.00	56,445.00	56,826.84	381.84
51000 Commission on Ministry	10,800.00	5,400.00	144.00	(5,256.00)
52000 Comm on Prep for Ministry	3,500.00	1,750.00	120.00	(1,630.00)
53000 Mission				
53100 LAC+USC Chaplaincy	15,500.00	7,750.00	7,750.00	-
53150 La Casa	12,480.00	6,240.00	6,240.00	-
53200 El Monte Initiative	36,000.00	18,000.00	0.00	(18,000.00)
53250 Living Waters/Peru Prog Exp	5,000.00	2,500.00	2,200.00	(300.00)
53300 Presby Offering Disbursement			553.71	553.71
53400 Immigrant Ministry - Direct Exp	2,000.00	1,000.00	2,376.86	1,376.86
53900 Other Mission	1,500.00	750.00		(750.00)
Total 53000 Mission	72,480.00	36,240.00	19,120.57	(17,119.43)
54000 Education Committee	15,500.00	7,750.00		(7,750.00)
55000 Church Development				

**Presbytery of San Gabriel
Statement of Activity**

	2025 Budget	Jun-25 YTD Budget	Jun-25 YTD Actuals	2025 Actual- Budget
55100 New Worshipping Comm (VST)				
55110 NWC Assistance	2,400.00	1,200.00		(1,200.00)
55130 Assessments/Coaching	1,200.00	600.00		(600.00)
55160 Interwoven	320,000.00	160,000.00	181,039.51	21,039.51
55170 Haven			3,000.00	3,000.00
55180 Westminster NWC	50,000.00	25,000.00	25,000.00	-
Total 55100 New Worshipping Comm (VST)	373,600.00	186,800.00	209,039.51	22,239.51
55200 Cong Develop (VST/COM)	2,000.00	1,000.00	13,600.00	12,600.00
55300 Churches in Transition (ACs)				
55310 West Covina	168,000.00	84,000.00	78,291.56	(5,708.44)
55320 Eagle Rock Presbyterian Church			2,411.20	2,411.20
55330 Baldwin Park	3,000.00	1,500.00	10,956.05	9,456.05
55340 Village- Arcadia			1,175.22	1,175.22
55350 Grace LA Hispanic Ministry				-
55370 GKI Los Angeles			20,715.23	20,715.23
Total 55300 Churches in Transition (ACs)	171,000.00	85,500.00	113,549.26	28,049.26
55400 On-Line Giving Service Fees			407.98	407.98
55500 Technology Grant				
Total 55000 Church Development	546,600.00	273,300.00	336,596.75	63,296.75
55600 Eaton Fire Relief			51,933.58	51,933.58
60000 Presbytery Expenses	6,300.00	3,150.00	649.02	(2,500.98)
61000 Personnel				
61100 Executive Presbyter	171,659.94	85,829.97	83,344.66	(2,485.31)
61200 Stated Clerk, Judicial Process	8,000.00	4,000.00	1,900.00	(2,100.00)
61300 Stated Clerk for Administration	30,350.00	15,175.00	15,165.00	(10.00)
61400 Mission Advocate	26,525.00	13,262.50	12,837.50	(425.00)
61550 Associate Executive Presbyter	66,620.00	33,310.00	47,032.00	13,722.00
61550 Presbytery Administrator	59,470.00	29,735.00		(29,735.00)
61600 Chaplain for HRs	88,610.00	44,305.00	31,949.13	(12,355.87)
61710 Staff Development	500.00	250.00		(250.00)
61720 Staff Travel/Expenses	500.00	250.00		(250.00)
61730 Payroll Taxes	6,000.00	3,000.00	11,135.33	8,135.33
61740 Workers Compensation	4,000.00	2,000.00		(2,000.00)
61750 Temporary Office Administration				-
61800 Asylum Hospitality Organizer	51,560.00	25,780.00	29,345.75	3,565.75
Total 61000 Personnel	513,794.94	256,897.47	232,709.37	(24,188.10)
62000 Office Administration	62,100.00	31,050.00	44,546.09	13,496.09
65000 Property Management				
65100 Presbytery Center	131,600.00	65,800.00	70,015.17	4,215.17
65200 Azusa	29,000.00	14,500.00	8,571.78	(5,928.22)

**Presbytery of San Gabriel
Statement of Activity**

	<u>2025 Budget</u>	<u>Jun-25 YTD Budget</u>	<u>Jun-25 YTD Actuals</u>	<u>2025 Actual- Budget</u>
Total 65000 Property Management	160,600.00	80,300.00	78,586.95	(1,713.05)
Total Expenditures	1,504,564.94	752,282.47	821,233.17	68,950.70
Net Operating Revenue	-	-	(152,441.31)	(152,441.31)

Presbytery of San Gabriel
Report of the Commission on Ministry
September 16, 2025

The Commission on Ministry met on August 4, 2025, and September 8, 2025, via Zoom with a quorum present, and brings the following report and recommendations to the Presbytery.

FOR ACTION

1. That the Presbytery receive TE Jeff Keuss upon transfer from Seattle Presbytery.
2. That the Presbytery approve the contract between TE Tiffany Ashworth and Trinity Presbyterian Church to serve as Interim Pastor, effective October 13, 2025, for one year with the following terms:

Salary and Housing	\$76,095
(including a dependent care flex spending account in the amount of \$3,000 and a medical flex spending account of \$3,300)	
Professional Expenses, up to	3,310
Mileage Reimbursement	0.70 per mile
Continuing Education	1,230

Benefits: Congregational Pastors Package for pastor and family

Vacation: Four weeks annually, including four Sundays

Continuing Education: Two weeks annually

Personal Time Off: Twelve days of paid personal time off, including sick leave as required by state law

Terms of Call may be altered to comply with the 2026 Presbytery minimum, and Board of Pensions Dues increases.
3. That the Temporary Pastor contract between TE Tiffany Ashworth and Occidental Presbyterian Church be terminated effective September 30, 2025.
4. That the relationship between TE Katherine Lee Baker and Westminster Presbyterian Church, Pasadena, be changed from Installed to Interim Pastor, effective July 1, 2025, for a period of one year.
5. That the Presbytery approve the following Terms of Call for TE Stephanie Kang to serve as the Protestant Chaplain at Los Angeles General Medical Center, effective September 1, 2025, for one year, renewable based on future funding.

Cash Salary	\$41,636
Housing Allowance	48,000
Benefits: contribution to 403(b)*	8,964
Professional expenses and study leave	1,400
Total	\$100,000

*Medical benefits will be covered by spouse's benefits.
6. That the Presbytery approve the following Terms of Call for TE Deidra Goulding to serve as Lead Chaplain for Retired Presbyterian Church Workers, effective September 16, 2025, for one year, renewable based on future funding:

Cash Salary	\$45,000
Housing Allowance	35,000
Benefits:	
BOP Covenant Pkg. (10% of salary)*	8,000
Dental PPO (estimate)	1,100
Professional Expenses and Study Leave	4,540
Total	\$93,640

* Medical benefits covered by spouse's benefits.

7. That the Presbytery terminate the Temporary Pastor contract between TE Deidra Goulding and Shepherd of the Valley Presbyterian Church, effective September 15, 2025.
8. That the Presbytery approve the following Terms of Call for CRE Arnolfo "Bong" Bringas to serve as stipended Chaplain for Retired Presbyterian Church Workers at Westminster Gardens, effective September 16, 2025, for one year, renewable based on future funding:

Stipend	\$12,000
Professional Expenses and Study Leave	600
Total	\$12,600
9. That the Presbytery approve the renewal of the Commissioned Ruling Elder contract between CRE Bong Bringas and San Marino Community Church for one year, effective July 1, 2025.
10. That the Presbytery extend the commission of CRE Arnolfo "Bong" Bringas to include permission to serve communion at Westminster Gardens.
11. That Presbytery terminate the contract between TE Kate Wiebe as Temporary Associate Pastor, effective July 13, 2025. She is continuing her work at Fuller Seminary and there will be no change in her status with the Presbytery.
12. That the Presbytery approve the Presbytery Minimum Salary and Benefits for 2026. (See attached document.)
13. That the Presbytery approve the attached Child and Vulnerable Adult Safety Policy. (See attached document.)

FOR INFORMATION

1. The Commission approved the extension of the contract between Trinity Presbyterian Church and TE Michael Roffina as Bridge Pastor on a month-to-month basis, until the Interim Pastor begins. Trinity has just called TE Tiffany Ashworth as Interim Pastor, beginning October 13, 2025.
2. The Commission was informed that TE Deetje Tiwa will be leaving her role as Temporary Pastor of GPIB-USA in Claremont in October. Given the tentative status of GPIB-USA, her service was recognized but not formally authorized by the Presbytery.
3. The Commission approved the position description for a Temporary Pastor, half-time, for the English-speaking ministry of Shepherd of the Valley Presbyterian Church.
4. The Commission approved a letter to the congregations regarding benefits for pastors and their families. (See attached document.)
5. The Commission approved the disbursement of a grant for roof repair for Korean Good Shepherd Presbyterian Church. This grant had been approved several years ago but the church is using it now.

***Fides Quarens Intellectum* – Narrative Reflections on my Journey of Faith** - Dr. Jeffrey F. Keuss

Much of my Christian faith can be seen as a dialectical moment born out between three statements: Paul Ricoeur's adage that symbols give rise to thought, Pascal's notion that the heart has its reasons, and summed up in St. Anselm's great statement - *fides quarens intellectum* – that ultimately “faith seeks understanding”. I was born in Hawaii (lived in Pearl City in Honolulu) and spent part of my childhood in Guam while my parents served as teachers with the Peace Corps. Not being raised in a Christian home, I was introduced to Christ through the ministry of Young Life while a student at Garfield High School in Seattle. Ron Pyle, who was involved with Seattle North Young Life at the time, instilled in me a willingness to ask good core questions that run deep. I was someone who saw the purely rational arguments for Christianity as limited and usually based on such subjectivism that I never saw the need or desire to look further. Yet through key relationships with individuals in Young Life I became aware of the *witness of the faith that is grafted to the testimony*. As I walked and talked, laughed and sat in silence with fellow sojourners, I found that the symbols of faith in my life at that time – such as the words of Scripture, the Lord's Supper, the power of the Cross witnessed to through key relationships – gave rise to deeper thoughts and eventually forged together a frame by which I encountered the living person of Christ. I gave my life to Christ at the end of my junior year at Garfield and continually do so. My young adult years – at college and in my 20's and early 30's – was a season of casting about for that great idealised hat rack to hang the proverbial hat of my skills and dreams in the form of a job. At one moment a Chemistry major, the next a Biology major, the next an English major doubling in Psychology, I forged the all-too-common path of my liberal arts education as much by trial and error as by “great expectations.” One strong resonance I hold on to from those years at a small Christian liberal arts school is the gift of “being remembered” amidst a believing community in the wake of the “dismembering season” that can be the college years – dating relationships that can burn bright then fade, career dreams that rise and fall, family issues that gain new vistas as one looks through the eyes of an adult and well as a child. The role that faculty members and staff played in mentoring me through many a dark night of the soul, as well as the opportunity to participate in new forms of worship and experience new ideas that were grounded in a community of authenticity, continues to be a vision I seek to support both in my church life as well as my continued role in Higher Education as a pastor and as a teacher where the heart indeed has its reasons.

Having spent my 30's struggling with the shape of my vocation – in what way would the deep hungers of my heart find that nexus point with the deep needs of the world? – I have also seen how the discerning of vocation and helping individuals through these questions to be important and vital for the life of faith. I married the love of my life Diana and we have 3 adult daughters (and one son-in-law) who remind me daily that grace is truly a gift often manifest in flesh. Having worked both in secular and ministry occupations over the years, I truly see *vocation as a journey over and against the notion of a destination*. The seasons of my work life have moved from working in Health Care Administration and Chaplaincy for Providence Medical Center, to working as a Director of Campus Ministries at SPU and Associate Pastor for an Inner City PC (USA) new church development (Church at the Centre in Seattle) and Assistant Minister of Glasgow Cathedral which is a neo-Gothic cathedral founded in 10th century, to serving as a Professor of Theology at the University of Glasgow and Seattle Pacific University prior to my appointment as Dean of the School of Mission and Theology at Fuller. Nothing in my work in college and graduate school fully prepared me for the particulars of these posts, but the shaping of my heart and mind around the vision of Christ and the needs of the world has kept me alert to the notion that calling is about readiness of the spirit as much as it is a question of skill acquisition.

During my involvement with the Iona Community in Glasgow, I was continually challenged to forge a path of faith that affirms the belief that God is present in the darkness before dawn, in the waiting and uncertainty where fear and courage join hands. In working with Urban Priority Areas in Glasgow and during my time working with New Horizons Ministry in Seattle, I have been challenged to see faith as a path that helps conflict and caring to link arms and point to the ever-present promise of God that indeed rises over troubled lands and barbed wire fences and shines light on the earth to announce the reality of a “with us” God. This God is the one who sits down in our midst as Emmanuel and takes us beyond the safe and certain places to a life of action and vulnerability that moves out of the sanctuary and into the streets.

Statement of Faith:

Jeffrey F. Keuss

I believe that there was, is, and shall be but one God who is infinitely greater than the expanses of human reason, thought, time, or imagination. I believe in one God the Father, Son, and Holy Spirit; one God in three persons. I believe that God and God alone is whom we must ultimately serve, worship, and in whom alone we must put our ultimate trust.

I believe that God began the epic of existence purposely and with intention from out of nothingness and timelessness. From before time, God has known the fullness of creation and rules all actively with a posture of pure and perfect love. I believe that God's plan for humanity is defined in the statement "I am your God, and you will be my people." I believe in the ultimate sovereignty of God that holds all that is past, present, and future. I believe that humanity both individually and communally chooses to ignore, disregard, and refuse this offer of purpose and meaning through thought, word, and deed. This is evidenced in the complete narrative saga of scripture and history, from the beginning of time to today.

I believe that Jesus Christ, the only Son of God, is the perfect manifestation of God's ultimate purpose and intention for humanity as attested to in the creeds of the ancient and contemporary Church. The message of Jesus that was testified in word and actualised through his life and eventual death was that of grace and reconciliation. I believe that Jesus Christ was, is, and shall always be the only way and means to complete life, salvation and eternal joy in God.

I believe that the Holy Spirit is the constant comforter and sustainer of timeless life for those still in time. Through the Holy Spirit the words of scripture become the Word of God, a living communication of God's constant love and grace to be preached and proclaimed. Through the Holy Spirit, the sacrament of the Lord's Supper is our joining together as the Church in saying "No" to death and "Yes" to eternal life with and through God's saving love in Jesus. Through the Holy Spirit the community of believers becomes strengthened, unified, and freed to proclaim the living narrative of God to the world universal.

I believe that the one, holy, catholic and apostolic Church is called to proclaim the prologue, epic, and epilogue of God's love for creation and desire to be in communion with all humanity. The Church is called to proclaim that the only means by which true and eternal peace will be accomplished is within the framework of salvation in and through Jesus Christ. The Church is called to embody and display this reality through acts of faith, worship, grace, mercy and peace. The Church is most truly seen in its reconciliation to God, to neighbor, and to creation, which can only be in the context and grace of communion with Jesus Christ.

PRESBYTERY OF SAN GABRIEL

CHILD/YOUTH/VULNERABLE ADULT PROTECTION POLICY

I. POLICY APPLICATION STATEMENT

The Presbytery of San Gabriel (PSG) and all of its entities require that all church members, church officers, nonmember employees and/or contractors, and volunteers of congregations, councils, and entities of the church maintain integrity, safety, nurture, and care in all interactions with children, youth, and vulnerable adults. Thus, this Policy applies to all PSG-sponsored activities that involve children, youth, and vulnerable adults. PSG requires that all group leaders sign our “Compliance Checklist” available on our website.

II. DISTRIBUTION

Copies of this Child/Youth/Vulnerable Adult Protection Policy and its procedures (“Policy”) shall be made available to all agency, council, and entity offices in hard copy, electronically, or via the internet. as the policy provides guidance for congregations, new worshiping communities, and related entities. This is a policy of PSG and its affiliate entities, including new worshiping communities under care of PSG. Policy shall be signed off as reviewed by all of the above-mentioned individuals.

III. PURPOSE STATEMENT

The implementation and documentation of a Child/Youth/Vulnerable Adult Protection Policy strives to reduce the risk of abuse and neglect for the following reasons:

- Children, youth, and vulnerable adults are gifts from God, and the Church has a divine mandate to provide for their safety and nurturing. The Church is called to be a place that reflects the open arms of Jesus. In Matthew 19:14, Jesus says, “Let the little children come to me.” The Church is to be, at all levels of council and in all entities, a place of safety and nurture reflective of the arms of Christ.
- Any type of abuse involving children, youth, or vulnerable adults has lasting and devastating effects on the life of the victim/survivor. The Church is called to be a life-giving entity of Christ’s healing and hope for community and individuals, not an entity that brings harm and hurt.
- The larger Church suffers with victims/survivors and their families when abuse and neglect occur. The hurt, pain, and distrust that accompany abuse renders the Church unable to do the full work of Christ.. Not only does the Church lose its credibility at all levels, it also suffers considerable financial loss and loss of integrity. More importantly, in instances of child, youth, or vulnerable adult abuse within the Church, there is immeasurable spiritual, psychological, emotional, and physical harm that can be perpetrated and woefully hinders God’s call on the Church.
- The *Book of Order* states, “The congregation as a whole, on behalf of the Church universal, assumes responsibility for nurturing the baptized person in the Christian life,” and Presbyterians believe this baptismal commitment to be a serious one, understanding it to apply to all in the church’s care, including children, youth, and vulnerable adults (*Book of Order* W-2.3013).
- Children, youth, and vulnerable adults are not only persons of care and service in the church, but they are also co-recipients of the grace and love of God. Jesus exemplified this in the Gospel of Mark 10:15–16 when he urged his followers to receive the kingdom of God as a little child. He specifically takes children into his arms and blesses them. So also the Church, as the body of

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Christ, is to be the presence of Christ's love taking children, youth, and vulnerable adults into its arms and blessing them, providing a safe, thriving, and nurturing environment in which to grow in every way.

IV. PROCEDURES TO FOLLOW WHEN PSG OR ITS ENTITIES ARE PROVIDING CARE FOR MINORS

When PSG and its entities provide care and supervision for minors or vulnerable adults at any meeting, event, or conference (except those for which a third party reimburses parents or guardians to pay for care), the following procedures shall be utilized. This Policy shall be followed by the Presbytery and its "entities," including any committee, commission, task force, or partner organization tasked to plan and implement a program or event presented as sponsored by PSG.

A. DEFINITIONS

Each state has its own statutes regarding what is defined as child/youth/vulnerable adult abuse. This Policy advises all entities of PSG to consider and be familiar with state statutes pertaining to the location of each event/activity.

The following is a list of definitions of terms and their intended use in this particular Policy. For the purpose of this Policy:

Child: A child is defined as a person between the ages of 0–11.

Youth: A youth is defined as a person between the ages of 12–17.

Minor: A minor is defined as any Child or Youth 0–17 years old.

Child/Youth Worker: Any person, volunteer, paid staff, or contractor who participates at any level at PSG-sponsored events or activities involving Children and/or Youth. This includes chaperones who accompany Minors to, from, and during meetings, events, and activities covered by this Policy.

Vulnerable Adult: Any person 18 years old or older without the developmental or cognitive capacity to consent.

Vulnerable Adult Abuse: Any act or failure to act that results in physical abuse, neglect, sexual molestation or abuse, and/or sexual, psychological, or emotional mistreatment or exploitation of a Vulnerable Adult.

Child/Youth Abuse: Any act or failure to act that results in physical abuse, neglect, sexual molestation or abuse, and/or sexual, psychological, or emotional mistreatment, or exploitation of a Child or Youth.

Sexual Abuse: The *Book of Order* defines sexual abuse as, "any offense involving sexual conduct in relation to any person under the age of eighteen years or anyone without the capacity to consent, or any person when the conduct includes force, threat, coercion, intimidation, or misuse of ordered ministry or position." (*Book of Order*, D-7.0901).

Misuse of Technology: The use of technology that results in Vulnerable Adult Abuse, Child/Youth Abuse, or in the harassing or abusing of a Child/Youth.

Safe Church Response Team: The Safe Church Response Team is a team comprised of a minimum of 3 members of or persons appointed by PSG who are specifically trained to respond to allegations and reports of Child, Youth, or Vulnerable Adult Abuse at PSG-sponsored activities. These teams must be readily available to be contacted and deployed at all PSG-sponsored events.

Sexual Misconduct: as defined in the Sexual Misconduct Policy and its Procedures (219th General Assembly (2010)) and revised by the Committee on the Office of the General Assembly (2013).

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Sexual Misconduct is the comprehensive term used in this Policy to include:

Child sexual abuse includes, but is not limited to, any contact or interaction between a child and an adult when the child is being used for the sexual stimulation of the adult person or of a third person. The behavior may or may not involve touching. Sexual behavior between a child and an adult is always considered forced whether or not consented to by the child. In PSG, a child is anyone under age 18.

Sexual abuse as defined in the *Book of Order*: “Sexual abuse is any offense involving sexual conduct in relation to any person under the age of eighteen years or anyone without the capacity to consent, or any person when the conduct includes force, threat, coercion, intimidation, or misuse of ordered ministry or position.” (Book of Order, D-7.0901).

Sexual harassment is defined for this Policy as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- a. submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment or their continued status in an institution;
- b. submission to or rejection of such conduct is used as the basis for employment decisions affecting such an individual;
- c. such conduct has the purpose or effect of unreasonably interfering with an individual’s work performance by creating an intimidating, hostile, or offensive working environment; or
- d. an individual is subjected to unwelcome sexual jokes, unwelcome or inappropriate touching, or display of sexual visuals that insult, degrade, and/or sexually exploit people of any age or gender identity.

Rape or sexual contact by force, threat, or intimidation.

Sexual conduct is offensive, obsessive or suggestive language or behavior, unacceptable visual contact, unwelcome touching or fondling that is injurious to the physical or emotional health of another.

Sexual malfeasance is defined by the broken trust resulting from sexual activities within a professional ministerial relationship that results in misuse of office or position arising from the professional ministerial relationship.

Misuse of technology is the use of technology that results in sexually harassing or abusing another person, including texting or emailing suggestive messages and images to persons with whom one has a ministerial relationship. It is never appropriate to view pornography on church property. When this includes a person under the age of 18, it is considered child abuse. There is never an expectation of personal privacy when using technological equipment owned by a church or church entity or within the context of ministry.

B. SCREENING, TRAINING, AND BACKGROUND CHECKS

A Child/Youth Worker (“Worker”), which includes staff, contractor, or volunteer must be at least 18 years old and four years older than the oldest Youth whom they are serving.

Workers are required to complete the following prior to working with minor children:

1. PSG’s receipt of completed, signed, and approved application. The application will include a minimum of two, written references.
2. Signed form verifying the event policy has been read.
3. The applicant’s consent to a comprehensive background check, including a criminal background check.

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The entity will cover the costs of the background checks for all Child/Youth Workers. These checks shall be run no more than six (6) months prior to the event (this time-restraint will be at the discretion of the organizing entity's insurance company's requirements). Child/Youth Workers who participate annually in events may only be required to have one (1) background check per calendar year (depending on insurance company standards).

4. All Child/Youth Workers, staff, contracted, or volunteer, must participate in training sometime within the year prior to the event. The training is to be provided by COM twice per year and shall cover the event Child/Youth protection policy thoroughly as well as methods of abuse prevention and a detailed plan of reporting. The entity may contract with others to provide these trainings. These trainings shall further cover:
 - What constitutes Child/Youth/Vulnerable Adult Abuse and neglect and the impact on the spiritual and emotional health of the victim/survivor.
 - How to recognize signs and symptoms of abuse and neglect.
 - State laws concerning definitions of abuse and reporting.
 - Mandatory criminal background checks and the security of those files.
 - Explanation of the importance of the application and screening processes.
 - Appropriate boundaries with Minors, especially regarding adult/Child/Youth ratios, transportation, and use of technology.
 - If an overnight event is planned, discussions of boundaries involving appropriate sleeping arrangements and restroom/shower facilities use shall be discussed.
 - The presence of a Safe Church Response Team at each event and how to contact them.
 - At least one employee working directly with Children or Youth at any PSG-sponsored event must be certified in first aid and CPR.
 - Other related topics.
5. No person may serve as a Child/Youth Worker who has a conviction on his/her record of certain felonies or misdemeanors, including, but not limited to, any of the following:
 - Criminal homicide;
 - Aggravated assault;
 - Crimes related to the possession, use, or sale of drugs or controlled substances;
 - Sexual Abuse;
 - Sexual assault;
 - Injury to a Youth;
 - Incest;
 - Indecency with a Youth;
 - Inducing sexual conduct or sexual performance of a Youth;
 - Possession or promotion of child pornography;
 - The sale, distribution, or display of harmful material to a Minor;
 - Employment harmful to Youth;
 - Abandonment or endangerment of a Youth;
 - Kidnapping or unlawful restraint;
 - Public lewdness or indecent exposure;
 - Enticement of a Youth;
 - Any crime that involves Sexual Misconduct or Sexual Abuse, particularly if it involves misconduct or abuse with a Minor;
 - Any crime that involves Misuse of Technology for sexual purposes, such as collecting or distributing photographs of Minors who are naked or in sexual or inappropriate poses (child

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pornography);

- Any crime that involves the use of force, such as assault or endangerment;
- Any crime that involves abduction and kidnapping;
- Any crime that involves drinking and driving, such as driving while intoxicated.

In addition, if any church of PSG is aware that a Child/Youth Worker has a prior conviction for one of the aforementioned crimes or a related crime, the Child/Youth Worker shall automatically be ineligible to attend a Child/Youth event in any capacity.

6. No person may act as or be engaged as a Child/Youth Worker if that person has been found guilty of an offense, in local, state or federal court or in an ecclesiastical proceeding, that includes actions that fall under definitions or prohibitions set forth in this Policy.
7. Whenever a PSG entity organizes an event for Minors for which the entity will invite Minors from other church councils who will be supervised by Child/Youth Workers, the Council who selects the Youth workers shall:
 - a. Not send a person to act as a Child/Youth Worker whom the council knows has violated the provisions of the *Book of Order* or policy of a local congregation or presbytery pertaining to Sexual Misconduct or Child/Youth protection.
 - b. Not send a person to act as a Child/Youth Worker for Minors when that person is also scheduled to work in an unrelated capacity at the event.
 - c. Require councils at all levels of church life who are assisting in organizing PSG events for Minors or sending Child/Youth Workers to these events to abide by the same screening, training, and background check standards mandated in this Policy for the PSG.
8. Whenever a PSG entity organizes an event for Minors that invites Minors from PSG churches who will be supervised by Child/Youth Workers, the PSG entity shall:
 - a. Provide guidance to churches or entities that are sending Child/Youth Workers about best practices for securing Child/Youth Workers and eligibility requirements.
 - b. Provide guidance to churches or entities that are sending Child/Youth Workers concerning the requirement that the church or entity perform and pay for background checks for potential Child/Youth Workers and how to evaluate the background check for offenses that would disqualify a person from being a Child/Youth Worker with Minors.
 - c. Provide guidance on when to perform the background checks and with what background check provider.
 - d. Identify someone on the organizing committee or staff of the PSG entity to be the designated recipient of background checks from participating churches or entities and train that person:
 - i. To review every background check received;
 - ii. Any criminal convictions on a background check will disqualify a person from being a Child/Youth Worker;
 - iii. To notify PSG if the staffer believes the church or entity has erred in selecting a Child/Youth Worker whose background check indicates that the person should not act as a Child/Youth Worker;
 - iv. Report to the PSG entity of the event of each potentially disqualifying background check and related concerns so that a formal decision can be made to inform PSG that the person whose background check is in question is not eligible to attend the event as Child/Youth Worker.
9. PSG or a related entity must consult with the insurance company through which they have coverage to determine what background checks are appropriate for each particular event. Time-restraints are at the discretion of the organizing entity's insurance company's request.

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C. CONFIDENTIALITY OF RECORDS

The entity shall maintain all Child/Youth Worker applications, results of background checks, and related information in confidential, secured files.

D. REPORTING

Anyone suspecting or having knowledge of a violation of child abuse may report such violation to any leader of the PSG-sponsored event. A leader of the event sponsor who receives a report of abuse will report child abuse promptly to local law enforcement and appropriate state authorities. Any Child or Youth who suspects or has knowledge of any type of Minor abuse is invited to share the knowledge with any adult leader of the event sponsor. Anyone who has knowledge or suspicion of Child/Youth abuse should be made aware that state law requires the immediate reporting of such abuse to the civil authorities. Any adult leader should report such violation to any Stated Clerk or any other PSG leader designated by the event sponsor. Any person receiving information under this paragraph shall share that information immediately with the designated response team.

E. SAFE CHURCH RESPONSE TEAM

At every meeting, conference, event, or activity for minors planned by PSG, at least two individuals must be trained by the sponsor and be present and available throughout the entire duration of the event. These individuals will familiarize themselves with the terms of this Policy as well as established procedures under Church Discipline, *Book of Order of the Presbyterian Church (U.S.A.)* for responding to complaint(s) of alleged Child/Youth abuse against any teaching elder, ruling elder, employee, or volunteer in leadership with PSG, the sponsoring entity, and any events they may sponsor.

The Safe Church Response Team shall have the following responsibilities in response to allegations of Child/Youth or Vulnerable Adult Abuse or neglect incurred against any Child/Youth Worker or event participant:

1. Immediately provide for the safety of the alleged victim(s) involved.
2. If the report alleges abuse or harassment of a Minor, the response team will:
 - a. immediately ensure the allegation is reported to the civil authorities under state law;
 - b. immediately notify the parents or guardian of the Minor;
 - c. notify the insurance company of the allegation and that no investigation has yet occurred.
3. Make immediate decisions concerning the temporary removal of the individual accused from any contact with Minors pending an investigation and/or removal of the accused from the event until a resolution of the allegations has occurred.
4. Notify the Executive Presbyter and/or Stated Clerk of PSG entity immediately of the report of alleged abuse/neglect. Any media requests will be handled by a designated person or office with advice from legal counsel, taking care to safeguard the privacy and confidentiality of all involved.
5. Consult the national Church about resources available for victims of the alleged abuse prior to each event and have those resources readily available at every event. This will provide victims and their families immediate resources that may aid in the particular spiritual, psychological, or emotional needs and trauma that arise from the devastation of abuse.
6. If the report is against a teaching elder, the response team shall send a written statement of allegation to the stated clerk of the presbytery that holds the teaching elder's membership. This written statement of allegation shall trigger the formation of an investigating committee under Church Discipline of the *Book of Order: The Constitution of the Presbyterian Church (U.S.A.) Part II*.
7. If the report is against a ruling elder, the response team will notify the clerk of session of membership that an allegation of offense has been received against an elder that triggers the formation of an investigating committee under Church Discipline of the *Book of Order: The Constitution of the*

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8. If the report is against an employee of PSG, the response team will notify the person(s) or committee responsible for supervision of the employee and the stated clerk of PSG. The response team will request a follow-up report from the supervisory body of the outcome of any subsequent investigation or discipline.
9. If the report is against an employee of a sponsoring entity other than PSG, the response team will notify the person(s) or committee responsible for supervision of the employee. The response team will request a follow-up report from the supervisory body of the outcome of any subsequent investigation or discipline.
10. If the report is against a volunteer, or nonmember of PSG, the response team will request that the PSG entity appoint a committee of three persons to initiate an investigation of the allegations in order to:
 - a. gather any statements of abuse from those making the report, including any information from the Safe Church Response Team, and any party to the abuse;
 - b. gather any information from the person who was accused of abuse;
 - c. make written determinations and take actions appropriate to resolve the matter including, but not limited to, making recommendations for prevention as well as response.
11. Provide for pastoral counseling for the principal parties involved (accuser(s), possible victim(s), accused, family members).
12. A written summary of any proceedings in such cases will be maintained by PSG.
13. Any person bringing a report of abuse or assisting in investigating will not be adversely affected in terms and conditions of employment, church membership or affiliation, or otherwise discriminated against or discharged.

F. EVENT RULES FOR WORKING WITH MINORS AND VULNERABLE ADULTS

The sponsoring entity of the PSG shall ensure that the following measures be in place and actions taken for each event or activity involving Minors and Vulnerable Adults:

1. Child/Youth Workers shall:
 - a. respond to Minors and Vulnerable Adults with respect and consideration and treat all of them equally, regardless of race/ethnicity, color, national origin, gender, age, marital status, sexual orientation, gender identity/expression, creed, protected disability status, citizenship status, genetic information, uniformed service or veteran status, or religious affiliation;
 - b. act as a positive role model for Minors and Vulnerable Adults by maintaining an attitude of respect, patience, and maturity;
 - c. maintain appropriate boundaries when in positions of power with Minors or Vulnerable Adults; and
 - d. not give money or gifts to Minors, except within the context of a group gift given to all participants in the celebration of special events or recognitions.
2. Two-adult rule: Two non-related adults must always be present in groups of Minors or Vulnerable Adults. The only exception is if an emergency situation deems this not immediately possible for both in-person and online gatherings. All Child and Youth Workers and volunteers must be a minimum of four years older than the age group they lead or supervise.
3. Ratios: The adult to Child ratio for all Child-related events/activities is 2:10 for both in-person and online gatherings. The adult to Youth ratio for all Youth-related events/activities is 2:17 for both in-person and online gatherings. There shall also be one adult of each sex when there is one or more Minor of each sex in a group. Only in emergency situations may the ratios and gender diversity be compromised.

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4. View Windows and Open Doors: When Minors and adult workers or volunteers are in a room, if the door is closed, the door must have a view window installed. If no view window is installed in the door, the door must remain open at all times.
5. Adult workers/caregivers should respect the privacy of the Minors and Vulnerable Adults to whom they provide care. Responsible use of digital devices and cell phones is required in all situations (e.g., taking age-appropriate photographs and movies, not taking photographs of Minors who are not fully clothed). Adults and Minors are required at all times to wear appropriate attire. Child/Youth Workers are not permitted to take photographs of Minors or Vulnerable Adults under their care or at the meeting or event and share them in any way, including on the internet, without the written permission of a parent or guardian of the Minor or Vulnerable Adult and the written assent of anyone 12 years or older.
6. Age-appropriate training to Minors should be provided regarding behavior that should be reported to caregiver or leader of the event.
7. Transportation: All adult drivers at Child/Youth events must have proper licensure and insurance on file with the organizing entity. All vehicles used must have seat belts for the driver and each passenger. No Minor under 85 pounds may sit in the front seat of any vehicle. All drivers transporting Minors and Vulnerable Adults must be over the age of 25 and must be informed that if their vehicle is used, their insurance would be primary if an accident occurs. Each vehicle must follow the ratio rules noted in point 2 in this section. Lastly, no minor may be a driver at any event or activity (this includes golf carts at events).
8. Forms: The legal guardians of each Minor must provide the appropriate information and medical forms for each activity/event. The information form should include all contacts for legal guardians and the medical form must include a copy of the Minor's health insurance card. Further consent forms must be signed by legal guardians for any off-campus events. Any photos at the event that are used in social media or published material by the organizing Entity must be released by a signed consent form from a participant's legal guardian as well as the Minor. All such forms must be stored at the event site, in a secure place with restricted access.
9. Each event/activity must ensure that rules are reviewed with participants at each event/activity. These rules shall include but are not limited to a code of conduct specific to the event/activity, as well as a list of prohibited and expected behaviors for the specific event/activity. The code of conduct and prohibited and expected behaviors lists should be given in written form to each participant and legal guardians, as well as discussed thoroughly at the beginning of the event/activity.
10. Minors and adults must maintain different showering and grooming hours at events in which bathrooms and shower rooms are shared in housing. These hours must be posted on site.
11. Adults should never share sleeping quarters with Minors. The exception to this rule is for the occasional legal caregiver/child situation or parent/child situation. If a Minor requires a caregiver/parent, written permission from the Minor's parent/legal guardian must be given and kept on record.
12. All volunteers and employees at any PSG-sponsored meetings and events who are responsible to supervise Minors and Vulnerable Adults must also abide by a code of conduct that emphasizes the following prohibited behaviors. Some of these prohibited behaviors include but are not restricted to:
 - a. Display of sexual affection toward a Minor.
 - b. Use of profanity or off-color jokes.
 - c. Discussion of sexual encounters with or around Minors or Vulnerable Adults or in any way involving Minors in personal problems or issues.
 - d. Dating or becoming "romantically" involved with Minors or Vulnerable Adults.
 - e. Using or being under the influence of alcohol or illegal drugs in the presence of Minors and Vulnerable Adults.

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- f. Possessing sexually oriented materials—including printed or online pornography—on church property or property being utilized for a church event.
- g. Having secrets with Minors or Vulnerable Adults.
- h. Staring at or commenting on the bodies of Minors or Vulnerable Adults.
- i. Engaging in inappropriate or unapproved electronic communication with Minors or Vulnerable Adults.
- j. Working one-on-one with Minors or Vulnerable Adults in a private setting.
- k. Abusing Minors or Vulnerable Adults in anyway, including (but not limited to) the following:
 - Physical abuse: hit, spank, shake, slap, unnecessarily restraint.
 - Verbal abuse: degrade, threaten, or curse.
 - Sexual abuse: inappropriately touch, expose oneself, or engage in sexually oriented conversations.
 - Mental abuse: shame, humiliate, act cruelly.
 - Neglect: withhold food, water, shelter.
 - Permit Minors or Vulnerable Adults to engage in the following: hazing, bullying, derogatory name-calling, ridicule, humiliation, or sexual activity.

G. SOCIAL MEDIA—ELECTRONIC COMMUNICATIONS

1. General Social Media Policy

No minister, employee, contractor, or volunteer of PSG and its entities shall create or use any social media outlet in the name of or purporting to represent without the explicit written permission of PSG. When clergy or staff, acting in their capacity as a representative of PSG, lead or coordinate a group activity using social media, each may use only official PSG sites/channels when they have been made available by the entity of the PSG. These may include Web pages, Facebook, email, and similar means.

2. Social Media Communications

Persons who create public pages on behalf of PSG-sponsored programs are responsible to monitor communications and to assure that employees and volunteers do not have private (and possibly inappropriate) conversations with Minors and Vulnerable Adults.

Persons having Facebook privileges on behalf of PSG shall treat unsolicited communication or “friending” from Minors and Vulnerable Adults as an unauthorized text message. No reply may be given except to indicate by a posting that accepting a “friend” invitation by Minors and Vulnerable Adults is a violation of the code of conduct.

If a Minor or Vulnerable Adult reveals abuse or inappropriate interactions via social media with an adult, the person must report this information in the manner of any “suspected abuse.”

When using Facebook to communicate with Minors and Vulnerable Adults, the authorized leader shall inform parents/guardians of each Minor or Vulnerable Adult that the latter is communicating with the person via Facebook, providing the parent/guardian the opportunity to disapprove or participate in a group.

3. Social Networking Code of Conduct

Each person who leads using the resources of social media shall apply this Social Networking Code of Conduct:

- Prohibit comments that are, or could be construed by any observer, to be harsh, coercive, threatening, intimidating, shaming, derogatory, demeaning, or humiliating.
- Prohibit sexually oriented conversations or discussions about sexual activities.
- Prohibit private messages between employees and volunteers and Minors or Vulnerable Adults.
- Prohibit posting inappropriate pictures (for example, sexually suggestive, exploitive, or voyeuristic) or inappropriate comments on pictures.
- Provide Minors and Vulnerable Adults, and their parents and guardians, with this Social Networking Code of Conduct.
- Encourage parents and guardians to play a role in monitoring their Minors' and Vulnerable Adults' interactions with employees and volunteers.
- Continuously remind Minors and Vulnerable Adults how to interact appropriately through social networking sites.
- Deny participation by individuals who repeatedly violate the code of conduct.
- At the institution of the use of social media, the authorized minister shall present this Social Networking Code of Conduct to Minors and Vulnerable Adults and parents/guardians.

4. Misuse of Technology

No minister, employee, contractor or volunteer of the PSG and its entities shall misuse technology in the following ways:

- Using technology to send sexually suggestive messages and/or images to a Minor.
- Having contacts by Misuse of Technology to contact a Minor or Vulnerable Adult that is not preapproved by the Minor's or Vulnerable Adult's legal guardian with a signed waiver, unless the contact is on an open public medium, such as a church or entity website or church or entity social media program.
- To view pornography or sites (e.g., dating websites) which include pornography or naked bodies on the premises of a PSG event, activity or meeting, no matter where it is held or by which entity it is organized.

5. Virtual Meeting Code of Conduct

Child/Youth workers, ministers, employees, contractors or volunteers ("Adults") of PSG or its entities must follow any virtual meeting policies or protocols of PSG and these protocols when planning and conducting a virtual meeting on virtual meeting platforms (ex. Zoom, Skype) with one or more Minors:

- Adults should seek permission of the parent or guardian who has legal custody of a minor before inviting the Minor to participate in a virtual meeting. Such permission can be sought in any hard copy or electronic registration forms but must be a separate and clear section seeking permission of the parent or guardian. The option to observe the virtual meeting (without visual or verbal participation) should be made available upon request to parent or guardian. The permission section of the registration form shall provide the parent or guardian with information (name, contact information, including telephone/text) on how to report concerns or issues or to make reports of inappropriate conduct or sexual misconduct or abuse by an Adult or any participant that occurs before, during, or after a virtual meeting.
- Adults and meeting organizers should advise a parent or guardian who has legal custody of a Minor of the following so that the parent or guardian is aware of it when giving permission for

Presbytery of San Gabriel Child/Youth/Vulnerable Adult Protection Policy

the Minor to participate in the meeting: (1) that a meeting will be recorded; and (2) that images, video or audio may be used from the recording in media reports or on PSG or other websites.

- No Adult is permitted to meet one-on-one or one Adult with a group of Minors either in a virtual meeting space or a breakout room. There must be at least two (2) Adults in any virtual meetings or breakout room or other virtual meeting space.
- All Adults, Minors, and other participants in virtual meetings shall dress appropriately for the meeting. No meeting participants shall wear inappropriate (that is, sexually suggestive, exploitive or voyeuristic) clothing or clothing that displays Inappropriate or offensive (that is, sexually demeaning or suggestive, pornographic, voyeuristic, discriminatory, harassing, bullying, intimidating, threatening, profane or abusive – “Offensive”) messages.
- No Adults, Minors, and other participants in virtual meetings are permitted to make displays of Inappropriate or Offensive messages by putting a sign or note in front of the camera in some form or fashion.
- Adults, Minors, and other participants in virtual meetings should be considerate and not carry the phone or device they are using to participate in the meeting into private areas of their meeting space, such as bathrooms, with any camera or microphone on while the meeting is in progress.
- No Adults or Minors are permitted to use the chat function, the name section, or any other feature of a virtual platform for Inappropriate or Offensive purposes during a virtual meeting, including, but not limited to:
 - Displaying Inappropriate photographs or images, such as pornography or photographs of anyone who is naked or inappropriately attired.
 - Displaying Offensive or Inappropriate messages.
 - Providing links to Offensive and Inappropriate websites or platforms.
 - Bullying, discriminating against or harassing anyone based upon their race/ethnicity, color, national origin, gender, sexual orientation, gender identity/expression, creed, protected disability status, citizenship status, genetic information or religious affiliation.
- No Adult is permitted to use the private chat function of a virtual meeting platform to communicate privately with one or more Minors except when the privacy or dignity of the Minor requires it. If a private chat is necessary, it must be recorded and must copy another Adult. Otherwise, all chat communications must be done openly so that all participants, including the other Adults, parents or guardians in the virtual meeting can see the chat communications. This should be announced at the start of every virtual meeting. (Exceptions: if the Adult is designated by the meeting organizers to receive reports of concerns or issues or to make reports of Inappropriate conduct or sexual misconduct or abuse.)
- If a Minor attempts to contact an Adult using the private chat function, the Adult should not respond. If an Adult attempts to contact a Minor using the private chat function, the Minor should not respond. (Exception: unless the Minor is contacting the Adult designated by the meeting organizers to receive reports of concerns or issues or to make reports of Inappropriate conduct or sexual misconduct or abuse or that Adult is contacting a Minor who made a report.)
- No Adult is permitted to use other means of communication (such as texting or email) to communicate privately with one or more Minors before, during or after a virtual meeting. No Minor is permitted to use other means of communication (such as texting or email) to communicate privately with one or more Adults before, during or after a virtual meeting. (Exception: if the Minor made a report to the Adult and the Adult is designated by the meeting organizers to receive reports of concerns or issues or to make reports of Inappropriate conduct or sexual misconduct or abuse.)

Presbytery of San Gabriel Child/Youth/Vulnerable Adult Protection Policy

- Adults and meeting organizers shall provide Minors with information (name, contact information, including telephone/text) on how to report concerns, issues or to make reports of Inappropriate conduct or sexual misconduct or abuse by an Adult or any participant that occurs before, during or after a virtual meeting. Adults and meeting organizers are responsible to make mandatory reports of sexual misconduct or abuse as required by the *Book of Order* (G-4.0302) and under local, state, and federal law.

H. SIGNING OF POLICY AND APPLICATION TO SERVE

All Adults engaged in the leadership of a PSG event shall acknowledge receipt of the PSG Child/Youth/Vulnerable Adult Protection Policy and its procedures by signing a form verifying they read the Policy. In addition, each person engaged in the leadership of a PSG event shall consent to all comprehensive background checks required and shall comply with any consequences of a reported violation of this Policy.

I. PROCEDURES TO FOLLOW WHEN AN ENTITY IS PROVIDING CARE FOR MINORS OUTSIDE THE U.S.

There are times when PSG or a related entity may offer care for Minors at a meeting, conference, or event to be held outside the United States (e.g., a regional meeting of World Mission liaisons and/or mission co-workers). The organizing entity will take all appropriate actions to comply with this Policy to the extent they can be complied with, considering the venue of the meeting, the resources and facilities available, and the laws of the country of the venue. Exceptions should be discussed and addressed with leadership of the organizing entity and its legal advisors.

V. PROCESS TO REVISE THIS POLICY AND ITS PROCEDURES

Between meetings of PSG, proposed changes to this Policy and its procedures shall be submitted to the PSG Commission on Ministry (COM), which will review and present any proposed changes to PSG for review and approval after consultation with the related committees or commissions of PSG. Changes will become effective when approved by COM. Changes approved by COM that are substantive, and more than mere editorial changes, must be reported to the Presbytery at the next stated meeting of the Presbytery after the changes are approved. The Presbytery may rescind or amend the changes approved by COM in the same way actions of the Presbytery are modified.

Approved by the Commission on Ministry (Insert Date)

**Presbytery of San Gabriel
Child/Youth/Vulnerable Adult Protection Policy**

Exhibit A

Compliance Checklist

Child/Youth Worker Requirements

Completed, Signed Application

Two, written references

Background Check-Authorization Form

Policy Review Acknowledgment Form

Valid Driver's License (if event involves transportation)

Vehicle Insurance Policy proof

Proof of Child/Youth/Vulnerable Protection Training

Entity Requirements

Conduct/Facilitate Background Checks

Insurance Requirements for background checks

Certificate of Insurance (COI)

Publicize a procedure for reporting any prohibited actions

Proof that rules are reviewed with participants prior to event/activity (rules shall include but are not limited to a code of conduct specific to the event/activity, as well as a list of prohibited and expected behaviors for the specific event/activity).

At least one employee must be certified in first aid and CPR

Designated Safe Response Individual/Team established

**Presbytery of San Gabriel
Child/Youth/Vulnerable Adult Protection Policy**

PASTORAL TERMS OF CALL--2026 MINIMUMS
Proposed to COM 9/8/25; based on 3.2% CPI increase

<u>COMPENSATION CATEGORY</u>	<u>FULL-TIME</u>	<u>HALF-TIME SOLO PASTOR</u>	<u>HALF-TIME ASSOCIATE</u>
SalaryHousing	72,025.00	36,012.50	36,012.50
Professional Expense Reimbursable	3,415.00	3,415.00	1,707.50
Study Leave Expense Reimbursable	1,270.00	1,270.00	635.00
BoP medical/pension (47% transitional package)	33,852.00	22,101.00	22,101.00
Total	110,562.00	62,798.50	60,456.00

NOTES:

1. BoP based on Transitional Pastor's Participation; only pastors currently in Transitional Pastor's Participation and do not change churches are allowed to remain in TPP for next year. Minimum BoP medical dues \$18,500, so half-time BoP dues based on \$18,500 plus 10% of salary and housing. Consult pensions.org to calculate dues for other nations.
2. See revised Presbytery Minimum Policy for medical and pension coverage. All pastors and dependents should have medical and pension coverage paid by the church, but church may find alternative sources of coverage to BoP for dependents, temporary pastors, and CREs.
3. General guidelines for reimbursable expenses: half-time solo pastor gets 100%, if not may be pro-rated
4. See revised Presbytery Minimum Policy for leave policies, including Personal Time Off (or equivalent) of 12 days per year (or 6 days at half-time; no accrual from year to year) which can be used for various personal needs such as sick leave, jury duty, personal or parental responsibilities. At any time, 3 days shall be available for sick leave.



Presbytery of San Gabriel

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Rev. Wendy S. Tajima, Executive Presbyter

Elder Carrie Kohler, Stated Clerk for Administration

Elder Steve Salyards, Stated Clerk for Judicial Process

Presbytery of San Gabriel Policy on Minimum Healthcare Benefits for Presbytery Pastors and Congregations

Dear Pastors and Clerks of Session,

From **August 28 through October 3, 2025**, churches are asked to review their Employee Agreements through Benefits Connect. You may visit <https://pensions.org> for more information and to log in to Benefits Connect.

Regarding benefits, all teaching elders in installed pastoral positions with our churches are currently enrolled in either the **Congregational Pastor's Package** or the **Transitional Pastor's Participation**. As a reminder, Transitional Pastor's Participation is a continuation of the former "Pastor's Participation" package that the Board of Pensions (BOP) offered prior to 2025. It includes medical coverage, retirement pension, and other benefits, covering the pastor and family regardless of dependents. This plan remains available only to those already enrolled, and will end on December 31, 2027.

The Congregational Pastor's Package provides baseline coverage for the individual pastor only. Coverage for a spouse and/or children is available at an additional cost. In addition to installed pastors, those eligible for this package include CRE pastors and pastors of new worshipping communities, as authorized by the Presbytery.

Benefit Details for 2026

- **Congregational Pastor's Package**
 - Baseline dues for an individual pastor: **27.5% of salary and housing** (26% in 2025) for medical benefits and pension contributions
 - Additional dependent coverage costs for 2026:
 - Children: \$9,950/year (\$8,950 in 2025)
 - Spouse: \$12,250/year (\$11,000 in 2025)
 - Family: \$22,200/year (\$20,600 in 2025)

- **Transitional Pastor’s Participation**
 - Available only to pastors already using Transitional Pastor’s package (automatic continuation if no action is taken)
 - Includes family coverage
 - 2026 dues: **47% of salary and housing** (43% in 2025)

- **Covenant Package**
 - Available to any church employee working at least half-time (20+ hours per week)
 - Dues: **10% of salary and housing**
 - Includes pension, disability, and wellness benefits
 - Already included in the Congregational Pastor’s Package

You can find the costs for various coverage scenarios if you use the [BOP decision guide](#).

Presbytery Requirements

San Gabriel Presbytery’s minimum compensation requires church-paid medical coverage for pastors **and families**, regardless of status (installed, temporary, or CRE). Churches must ensure medical coverage is provided but it does not have to be from Board of Pensions. If the pastor has coverage through another source (e.g., a spouse), or there is another vehicle for providing coverage such as Covered California, that is acceptable. If the pastor’s dependents do not have coverage, the church is expected to contribute up to the cost that the BOP would have charged.

Key requirements:

1. BOP mandates the Congregational Pastor’s Package for all installed teaching elders.
2. Pastors currently in Transitional Pastor’s Participation may continue in 2026.
3. Exceptions are allowed for temporary pastors and CREs.
4. COM can make an exception to benefits coverage for temporary pastors if Session writes a request with a rationale, especially if the pastor requests the exception.
5. If the exception is granted, COM requires that enrollment in the Covenant Package (10% of effective salary) is still given for retirement.
6. Spouses and dependents must have coverage paid by the congregation or another source equivalent to BOP’s Congregational Pastor’s Package. BOP coverage is optional, but congregation should cover up to the cost of BOP coverage for the family as a whole.

Next Steps for Churches and Pastors

1. Review options for medical coverage based on family needs. Use the [BOP decision guide](#) to calculate the cost of various options. (*The 2026 full-time minimum is \$72,025 salary and housing.*)

2. If your pastor moves into the Congregational Pastor's Package, they cannot return to Transitional Pastor's Participation. Pastors starting after December 31, 2024, are not eligible for Transitional Participation.
3. If dependent coverage is needed, churches may explore alternative providers. Many use the Covered California exchange, where churches can set up group accounts. You may consult with a couple of licensed agents familiar with our situation:

Martha E. Gonzales, President

Corporation for Healthcare Marketing / CHM Insurance Services

CA Lic. 0B79057

www.chminsurace.com

Email: Marthak@chminsurace.com

Phone: 626-345-1994 | Cell: 562-896-4196

Jess M. Swick, CASL, AEP, CLTC, CLU, ChFC

Northwestern Mutual

414 Yale Ave., Suite A, Claremont, CA 91711

Phone: 909-621-2996 | Fax: 909-398-0016

Email: jess.swick@nm.com

4. A PDF file with a summary of the BOP medical plan highlights for 2025/2026 is included with this letter to help compare options.
5. Reminder: Installed pastors must be enrolled in at least the individual Congregational Pastor's Package.
6. Once decisions are made, ensure Employer Agreement information is updated in Benefits Connect. If terms of call change, report to COM. The update window is **August 28 – October 3, 2025**.
7. If no action is taken, pastors in the Transitional Pastor's Participation will remain in that plan for 2026 at 47% of salary and housing.

For questions please contact:

- Kristin Leucht, BOP Regional Representative – kleucht@pensions.org or (267) 815-1329
- Cyndie Crowell, COM Chair – cwcrowell1001@gmail.com
- Wendy Tajima, Executive Presbyter – wendytajima@sangabpres.org
- Peter Tan-Gatue, Associate Executive Presbyter – peter@sangabpres.org

Medical Plan Highlights 2025/2026



THE BOARD OF PENSIONS
OF THE PRESBYTERIAN CHURCH (U.S.A.)

Preferred provider organization (PPO)

Plan Provision/Covered Service	Member Pays	
	Lowest salary band	Highest salary band
Network deductible (standard)	\$660/member ¹ \$660/all other family members ^{1,2}	\$1,305/member ¹ \$1,305/all other family members ^{1,2}
Network deductible (Call to Health)	\$440/member ¹ \$440/all other family members ^{1,2}	\$870/member ¹ \$870/all other family members ^{1,2}
Spending account compatibility	Healthcare FSA	
Medical coverage after deductible (coinsurance)	Member pays 20%	
Preventive care ³	Covered 100%	
Teladoc	\$10 copay	
Primary office visit	\$25 copay	
Behavioral health office visit	\$25 copay ⁴	
Specialist office visit	\$45 copay	
Urgent care visit	\$45 copay	
Basic diagnostic services (imaging, lab, X-rays, etc.)	Member pays 20%, after deductible	
Advanced imaging (MRI, CAT, PET, etc.)	Member pays 20%, after deductible	
Physical, speech, and occupational therapy	Member pays 20%, after deductible	
Spinal manipulations	Member pays 20%, after deductible	
Hearing aid (device, fitting, and repair) (plan maximum of \$2,500 every 3 years)	Member pays 20%, after deductible	
Hospital inpatient and outpatient	Member pays 20%, after deductible	
Emergency room	Member pays 20%, after deductible	
Infertility treatment (3 attempts/lifetime maximum)	Member pays 20%, after deductible	
ABA therapy	Member pays 20%, after deductible	
Select surgeries	Member pays 0% after deductible for allowable facility charges when these select surgeries are performed in a BCBS Blue Distinction Center: bariatric surgery, knee replacement surgery, hip replacement surgery, spinal surgery, and transplants. Travel benefit also available depending upon distance.	
Out-of-network deductible	\$1,100/member ¹ \$1,100/family ^{1,2}	\$2,170/member ¹ \$2,170/family ^{1,2}
Out-of-network after-deductible coverage	Member pays 40% (50% with no deductible for doctor's office visits)	

Medical Plan Highlights 2025/2026



THE BOARD OF PENSIONS
OF THE PRESBYTERIAN CHURCH (U.S.A.)

Prescription drugs

Plan Provision/Covered Service	Member Pays	
	Lowest salary band	Highest salary band
Preventive prescription drugs generic retail (30/90)/mail (90)	\$5 / \$15 / \$12.50	
Preventive prescription drugs formulary brand retail (30/90)/mail (90)	\$20 / \$60 / \$50	
Generic retail (30/90)/mail (90)	\$10 / \$30 / \$25	
Formulary brand retail (30/90)	30% of cost; 30 days: \$20 min to \$100 max 90 days: \$60 min to \$300 max	
Formulary brand mail (90)	30% of cost; \$50 min to \$250 max	
Non-formulary brand retail (30/90)	50% of cost; 30 days: \$50 min to \$150 max 90 days: \$150 min to \$450 max	
Non-formulary brand mail (90)	50% of cost; \$125 min to \$375 max	
Specialty drugs	Same percentages and min/max amounts as above for formulary and non-formulary brands; no max applies for certain nonessential specialty pharmacy drugs	
ANNUAL MAXIMUMS		
Medical coinsurance out-of-pocket maximum (member and family combined)	\$2,200/family - network ¹ \$6,600/family - out-of-network ¹	\$4,340/family - network ¹ \$13,020/family - out-of-network ¹
Prescription out-of-pocket maximum	\$3,000 ⁵ (member & family combined)	
Total maximum out-of-pocket	\$5,000/member ⁶ \$10,000/family ⁶	

Vision exam benefits

Plan Provision/Covered Service	Member Pays
Vision exam	\$25 copay at VSP provider

References

- ¹ See PPO Deductibles and Medical Out-of-Pocket Maximums at pensions.org/medical for specific amounts at all effective salary levels. The medical out-of-pocket maximum is the most a member will pay in a year in the form of coinsurance. It does not include copays, deductibles, or prescription drug costs.
- ² Members with covered spouses and/or children are responsible for two medical deductibles, one for themselves and one for all other family members combined.
- ³ Coverage for preventive services exceeds ACA definition.
- ⁴ Up to six therapy sessions per year with a Spring Health provider covered 100% (no copay, deductible, or coinsurance).
- ⁵ Any costs for non-formulary brand-name drugs and certain nonessential specialty pharmacy drugs do not count toward the prescription out-of-pocket maximum.
- ⁶ The total maximum out-of-pocket includes network deductibles and coinsurance, copays, and prescription drug copays (certain nonessential specialty pharmacy drugs and non-formulary brand drugs excluded).

SAN GABRIEL PRESBYTERY
JUSTICE, PEACEMAKING AND MISSION COMMITTEE
September 16, 2025

The Justice, Peacemaking and Mission (JPM) Committee met via Zoom on July 16 and September 10, 2025. A quorum was present at the September 10 meeting.

The JPM Committee continues its work and advocacy in several areas: immigration, creation care, and housing. In addition, the JPM Committee has been tasked with helping to coordinate the Presbytery's efforts to provide assistance to those who have been affected by the recent Eaton and Palisades fires.

The principal issues on which the JPM Committee has focused its attention during the past few months may be summarized as follows:

EL MONTE INITIATIVE GRANTS - The El Monte Initiative grants are typically awarded by the JPM Committee in the fall of the year to organizations providing community services in the El Monte area. Last year grants in the amount of \$15,000 and \$31,000 were awarded to El Monte Community Church and to CaliCenter, respectively. Applications for the grants are currently being accepted for consideration when the JPM Committee meets on October 15 with awards to be announced at the Presbytery meeting on November 15.

FIRE RELIEF EFFORTS – The Presbytery has received funds through grants from Presbyterian Disaster Assistance (PDA) and from private donations to provide assistance in the short term to those who have suffered losses as a result of the Eaton and Palisades fires in January. Efforts are ongoing to identify and address the specific needs of individuals and families throughout the Presbytery who have lost homes and/or otherwise been displaced as a result of the fires as well as to collaborate with outside organizations in efforts to assist others in the community who have experienced similar losses.

At the same time, there is a recognition that full recovery and rebuilding of affected communities will take place over the course of what will likely be several years. Among possible sources of available funds for investment in long term recovery efforts are PDA, the Presbyterian Foundation, and the Presbyterian Investment Loan Program (PILP). PDA has indicated that it may be able to provide approximately \$200,000 per year for up to three years to both the San Gabriel Presbytery and the Pacific Presbytery in direct assistance to those affected by the Eaton Fire and the Palisades Fire, respectively. Funds from the PILP and Presbyterian Foundation may be available in the form of low interest loans. The Presbytery, in coordination with the JPM Committee, will be working closely with these and other possible sources of funding to direct resources to those projects that will provide optimal benefit. Possible organizations with whom the Presbytery may cooperate in these efforts include the following:

Eaton Fire Collaborative: The Eaton Fire Collaborative (EFC) has been organized to establish a Long Term Recovery Group to assist in rebuilding the communities affected by the Eaton fire. The EFC has recently elected a Leadership Council and will adopt bylaws in order to qualify for assistance by Voluntary Organizations Active in Disaster (VOAD), a national private sector disaster relief organization.

The EFC meets every Tuesday from 11:00 a.m. to 1:00 p.m. and is attended by a large number of people who are organized into committees that deal with various unmet needs of the community which include such issues as wellness, advocacy, rebuilding, children and education, housing, etc. The housing committee focuses on emergency housing needs, which include providing housing assistance to those displaced by the fire, as well as the replacement of affordable housing that was lost. The Presbytery has contributed funding to organizations providing rental assistance and other services to displaced families but has also been focused on development of affordable housing, with a particular emphasis on affordable housing on church properties.

Clergy Community Coalition: Meetings have been held under the auspices of the Clergy Community Coalition on July 10 and August 14 for the purpose of exploring the possibility of developing affordable housing in connection with the rebuilding of those churches that were destroyed in the Eaton fire. A possible option would be for the Presbytery to partner with those churches willing to consider the placement of temporary transitional affordable housing on their properties until they are in a position to begin rebuilding their facilities, and/or development of permanent affordable housing units to be constructed in conjunction with rebuilding. Potential funding could be made available through low interest loans provided by the PILP and Presbyterian Foundation. A further meeting has been scheduled on September 18 which representatives of the Presbytery will attend.

Temporary Housing on Church Properties: In addition to the properties of churches that were destroyed in the fire, it may be possible to place temporary housing in the form of trailers or RVs on church properties to provide emergency housing for those who are currently staying in motels or other temporary accommodations or who are facing displacement from short term rental housing when funding from other sources is no longer available. The challenge is to identify those churches that would be willing and able to accommodate emergency housing on otherwise underutilized portions of their properties and to pair them with organizations that are assisting underhoused individuals and families.

Neighborhood Housing Services: Neighborhood Housing Services (NHS) is a Los Angeles based non-profit organization assisting families affected by the Eaton fire who were underinsured and are faced with the prospect of having to sell their properties because they are not in a position to afford to rebuild. In some cases, NHS has been able to purchase the lot and provide gap funding for the original homeowner to rebuild, after which NHS will recover its costs from the homeowner. Efforts are underway to obtain more information regarding the operation of NHS and possible ways for the Presbytery to cooperate with their efforts.

Habitat for Humanity: Habitat for Humanity has initiated efforts to identify landowners that lost their homes in the Eaton fire that could use help in rebuilding, with the goal of constructing 200 homes in the next two years. Habitat is proposing three standardized designs rendered by The Foothill Catalog Foundation and has already received grant funding and permits that will allow them to work on the first 25 homes. Habitat has established the first cohort of 25 families that have signed letters of intent and is actively seeking funding for the second cohort. Habitat is also seeking referrals for additional families

to participate. Habitat has also reached out to the Presbytery to solicit volunteers to participate in construction of the proposed homes, which is expected to commence in the coming months.

Based on this information, the Presbytery may be able to assist in the following ways:

- a. Notify churches that Habitat is currently accepting referrals for participation in the next cohort.
- b. Direct denominational funds toward assisting with addressing the funding gap for construction of the proposed homes.
- c. Help to organize teams from congregations in the Presbytery to partner with other churches at the home sites once construction begins in the coming months.

Partnering With Predominantly African American Congregations: The African American community in Altadena has been disproportionately affected by the Eaton fire due to the fact that many of the homes had been occupied for a significant period of time and were therefore underinsured or rented for amounts significantly below current market rates. The Presbyterian Foundation and could potentially provide funding for low interest loans to assist displaced homeowners and renters but would need to partner with an existing local financial institution to do so.

IMMIGRANTS' RIGHTS – As previously reported, the current Administration has announced its intention to reverse the policy restricting federal authorities from entering locations such as churches, schools, and hospitals to apprehend those it identifies to be undocumented immigrants. The JPM Committee has distributed materials designed to provide guidance and resources to congregations throughout the Presbytery outlining their legal rights and responsibilities in the event of a possible action on the part of immigration officials to enter onto church property for the purpose of apprehending or detaining those it purports to be undocumented immigrants. Copies of these materials are available through a link in the Monday Morning Update along with instructions for ordering “Red Cards” which contain responses in multiple languages to be used in the event that an individual is approached or questioned by federal authorities regarding their immigration status. Copies of the responses may also be downloaded for free through a link in the Monday Morning Update.

The JPM Committee has also voted to allocate \$500 from its budget to purchase one or more gift cards for a food distribution program operated by a former member of the La Crescenta Presbyterian Church in North Hollywood that currently assists forty families, the breadwinner for some of which has been detained or deported.

CHURCH PROPERTY REPURPOSING FOR AFFORDABLE HOUSING This win-win opportunity continues to be kept on the radar of the JPM Committee by the Reparations / Repair Group, formed in 2021. Churches can benefit financially from repurposing areas of property that are underutilized, while communities can benefit from the availability of much-needed affordable housing. The passage of Senate Bill 4 has removed previous zoning restrictions, now making the path to repurposing much easier. The Korean Good Shepherd Presbyterian Church in Rowland Heights has initiated efforts to explore this possibility and scheduled a meeting on September 15 with a consultant who may be able to assist in this effort.

PRESBYTERY OFFERING –The offering at the September 16 meeting is designated for the Pacific Presbytery’s immigrant accompaniment fund, which has been operated by the Pacific Presbytery for a

number of years and offers financial assistance to immigrant families throughout the region both within and beyond the boundaries of the Pacific Presbytery. The offering for this purpose is intended not only to provide financial assistance to immigrant families facing financial hardship due to current anti-immigration policies but is also intended to make members of the San Gabriel Presbytery aware of the fund should they know of immigrants in their community who may be eligible for financial assistance. A copy of the application guidelines for assistance is attached to this report. Checks made payable to San Gabriel Presbytery may be mailed to the Presbytery office at 9723 Garibaldi Avenue, Temple City, CA 91780. Online donations may be made at <https://sangabpres.org/donate/> and choose "Give to Presbytery Offering."

The JPM Committee also wishes to lift up the Peace and Global Witness Offering to be collected on World Communion Sunday, October 5. A portion of the Peace and Global Witness Offering is available to individual congregations to support their efforts toward peace and reconciliation in their communities, and a portion is provided to the Presbyterian Mission Agency to promote peace and reconciliation efforts both nationally and globally.

Respectfully submitted,

Hagar Benitez, Matthew Colwell, Kevin Haah, Magdalene Njoroge, Vikki Randall, Mona Recalde, Harlan Redmond, Ron Schooler - Members
Wendy Tajima, Wendy Gist - Staff
Patrick Perry – Moderator

Guidelines for the Immigrant Support Fund

CONTEXT:

The Immigrant Support Fund was initially established in response to the rise in deportations in metropolitan Los Angeles in 2017, with guidance and consultation from PC(USA) Presbyterian Disaster Assistance's Refugee and Asylum Ministry (now called the PCUSA Migration Accompaniment Ministry). It is a financial expression of our religious practice to obey Jesus Christ's command to use our resources to care for the most vulnerable among us (Matthew 25). We remember the holy family's flight across a political border and seek to accompany others enduring similar situations.

The Immigrant Support Fund is a "designated fund" maintained and administered under the terms and designations stated herein. The fund is designated to receive and disburse funds consistent with the purposes as established by the Mission Interpretation and Promotion Committee. This document contains the formal documentation of the financial guidelines of this Fund.

Additional specific purposes and management of the Fund include the following:

- The Mission Interpretation and Promotion Committee of Pacific Presbytery has official oversight of the fund.
- This is a discretionary fund. All requests for disbursement must be made at the discretion of the Mission Interpretation and Promotion Committee of Pacific Presbytery, in response to requests from immigrant ministry partners*.
- Approved disbursements of funds occur by reimbursement. A proper receipt or voucher for reimbursement funds from this account must be provided. If reimbursement is untenable, direct payment to reputable organizations/institutions on behalf of the requestee may be considered at the discretion of the payee.
- If a request for funds is under \$500, the Mission Interpretation and Promotion Committee designates approval at the discretion of the Mission Catalyst and Mission Interpretation and Promotion Committee Chair; if the request exceeds \$500, approval requires the recommendation of the Mission Interpretation and Promotion Committee. Votes by email are acceptable.
- The Fund receives contributions from donors, including individuals, churches, outside organizations, and fund-raising activities for its designated purpose.
- The Fund's disbursement limits and guidelines are determined by the Mission Interpretation and Promotion Committee of Pacific Presbytery. They shall authorize funds for disbursement only as consistent with the principles contained herein, explicitly recognizing the wide range of what defines the emergency unmet needs of people in migration. By design, these funds are fundamentally human-centered and contextual to meet essential needs in times of vulnerability and crisis.
- The Fund's assets will be disbursed to provide support in the context of emergent unmet needs of people who are migrating, with a priority given to the most vulnerable people, specifically (but not exclusive to):
 - Newly-arrived migrants, low-income migrants and refugees, migrants in detention centers, and unaccompanied minors;
 - Immediate and near-term emotional, psychological, and spiritual care needs within the aforementioned migrant communities.

- If immediate expenses, including the emotional, psychological, and spiritual needs of the impacted communities, no longer require financial support and this Fund has remaining financial assets, the Mission Catalyst and Mission Interpretation and Promotion Committee Chair shall provide a written proposal to the Mission Interpretation and Promotion Committee for suggestions on how to use the remaining fund's assets in support of longer-term recovery needs related to the aforementioned migrant communities.

In addition:

The Director of Finance shall receive the contributions properly and explicitly designated for this Fund and deposit them into the Immigrant Support Fund on time. The Director of Finance shall disburse payments that have been appropriately requested and documented by an appropriate voucher/receipt and are formally justified and documented to be consistent with the above mentioned purposes.

The accounting records shall be maintained in accordance with denominational financial policies and shall be included in the denominational annual financial review process. The Director of Finance shall include the financial status of this fund within the normal financial reporting requirements.

Hwg 12/2/24, EGZ 12/13/24, MIP 4/11/25, further revision HWG on 7/7/25 per MIP meeting request on 4/11/25

**Trusted partners and pastors definition: pastors from presbyteries in the synod, denominational partners, partner immigrant ministry organizations, pastors from Matthew 25 SoCal network.*