



United Methodist Church of Chugiak
December 1, 2021 -- 7 PM -- on ZOOM



**Annual
Charge Conference**



CHECKLIST FOR 2021 CHARGE CONFERENCES

*NOTE: Please make sure that all appropriate forms are FILLED OUT, COMPILED IN A PACKET and **SUBMITTED VIA EMAIL AT LEAST TWO DAY PRIOR** to your scheduled Charge Conference to the [SUPERINTENDENT](#) AND [CONFERENCE OFFICE](#) to help us better prepare for the meeting. Thank you.*

- Minutes of the prior year Charge/Church Conference (*please attach*)
- Report of the Pastor | [PDF](#)
- Other reports pertaining to the total mission and ministry of the church not covered by the pastor's report. (*please attach*)
- Trustees
 - a. Report of the Trustees | [PDF](#)
 - b. Local Church Parsonage Report | [DOC](#) | [PDF](#)
- Report of the Finance Committee | [PDF](#) (*in addition to the report please attach 2021 budget for information*)
- Pastoral Compensation Report for 2022
 - a. Alaska Conference Pastoral Support Worksheet – 2022 | [PDF](#) (*must be filled out on a computer and printed out. For Mac users, use [Adobe Acrobat Reader](#) to open the file. It will not work in Preview.*)
 - b. 2022 Pastoral Support Worksheet Definitions | [PDF](#)
 - c. Worksheet for Computing 2022 Minimum Salary for your Pastor | [EXL](#) (*only for churches on minimum salary*)
 - d. 2022 Salary Subsidy Request Form | [DOC](#) | [PDF](#) (*if needed*)
- Nominations & Lay Leadership
 - a. Nominations Slate (*please attach*)
 - b. Church Officer List | [DOC](#) | [PDF](#) (*Please fill out completely. This will be the basis for the Lay Leadership Network contact list.*)
- Lay Reports
 - a. Annual Report of Certified Lay Servants | [PDF](#) (*form must be signed by the lay servant, pastor, and superintendent*)
 - b. Annual Report of Lay Speakers | [PDF](#) (*form must be signed by the lay speaker, pastor, and superintendent*)
 - c. Annual Report of Certified Lay Minister | [PDF](#) (*form must be signed by the lay minister, pastor, and superintendent*)
- Church goals, objectives, and/or strategic plan for 2021 and beyond. (*please attach*)

Watching Over One Another In Love

An Order and Agenda for the 2021 AUMC Virtual Charge Conferences

We gather...

*And are we yet alive, and see each other's face? Glory and thanks to Jesus give for his almighty grace!
Preserved by power divine to full salvation here, Again in Jesus' praise we join, and in his sight appear.**

- **Land Acknowledgement**
- **Scripture** Hebrews 10:23-25
- **Historical Note**

... to encourage one another...

*What troubles have we seen, what mighty conflicts past, Fightings without, and fears within, since we assembled last!
Yet out of all the Lord hath brought us by his love; And still he doth his help afford, and hides our life above.**

- **Lamentations and Celebrations**

... to provoke one another to love and good deeds...

*Then let us make our boast of his redeeming power, Which saves us to the uttermost, till we can sin no more.
Let us take up the cross till we the crown obtain, And gladly reckon all things loss so we may Jesus gain.**

- **Action Items**
 - Recognition/Election of Recording Secretary ¶ 247.4
 - Membership Report ¶ 247.15
 - Approval Pastor's Compensation Package (SPRC) ¶ 247.13
 - Lay Leadership Development (*Nominations Report* ¶ 249-250; *Candidates to the Ministry* ¶ 247.8-10; *Lay Servant Ministers* ¶ 247.11)
- **Mission and Ministry Review** ¶ 247.3
 - Pastor's Report & other Mission and Ministry Highlights (Goals, Strategic plan, etc.)
 - Checklist Items (*Minutes of Last CC; Trustees Report; Parsonage Report; Finance Report*)
 - Accountability Items (*Safe Sanctuaries Policy, Audit*)

... to hold fast to the confession of our hope without wavering...

- **Words of Hope**

*Jesus, to thee we bow, and for thy coming wait: Give us for good some token now in our imperfect state;
Apply the hallowing word, tell each who looks for thee, Thou shalt be perfect as thy Lord, thou shalt be all like me!****

... and go forth to continue watching over one another in love.

"And Are We Yet Alive" by Charles Wesley (1749), United Methodist Hymnal #553 with the original last stanza () included



The United Methodist Church of
CHUGIAK

 Jim Doepken, Pastor

**REPORT OF THE PASTOR
CHARGE CONFERENCE
1 DECEMBER 2021**

Dear Members and Friends of The United Methodist Church of Chugiak:

So... anything new happen this year? 😊

Let's see...we started this year knowing that there would be a change of pastors. We quickly moved to having two pastors, each with different roles to see us through a challenging time of transition. After working hard to figure out our online-only worship services we transitioned to a hybrid, "both/and" model where we are trying to engage people in our sanctuary space and through our online presence. We welcomed a new pastoral family and leadership which comes with all of the challenges with welcoming a new pastoral family and leadership: different personalities, different styles, different vision, and a whole lot of learning to do about the environment and history. And we've just begun to "reboot" the church, needing to reinvent ourselves as we, little bit by little bit, come out from behind (or, more accurate, still "within") the COVID pandemic, knowing that every step forward has a potential risk associated with it.

Any hope of being "back to normal" by this time has been dashed with the Fall COVID outbreak in Alaska, sickness and death that has affected our own congregation, and a brand new COVID variant which brings new concern. We so badly want to sing and see each other unmasked-face to unmasked-face as we are trying to do our part to love our neighbors and community by keeping people safe.

But, you know what, we've learned a lot. We are connecting with people online in ways we never could have dreamed of before. Not only are we finding a way to engage those who are out of town or just can't make it to church, but we are connecting with people who have only joined us online. It has been another doorway into our church fellowship. It has also given us a new way to conduct some of our meetings which may prove helpful for those who can't travel to our facility.

However, it's going to require a lot of thought, prayer, and dreaming to determine what our ministries are going to look like as we continue to move forward. Thankfully we already have some wonderful leadership and also some new and returning people that will help us as we do all of this thinking and planning.

Let's celebrate the things that have gone well for us.

- Our finances – with thanks to loans and faithful giving by our congregation – are doing OK. We know that we've lost connection with some members over the last two years and we'll need to figure out what this means for our finances, but we're doing OK. This means that a lack of funds doesn't have to be an impediment to ministry.
- Our online worship is going well. Thank you to Gavin for all of his work and a thank you to the helpers who are ready to start learning.
- We are getting a handle on some of our administrative systems.
- We welcomed CCS – a long-time mission of ours – into our facility. It is a way for us to minister to more families in need while also ensuring that our facility is used for ministry most of the year.
- We look to getting a directory out for the first time in several years.
- Our website and social media accounts are beginning to be better utilized as tools for outreach and ministry.
- Our mission giving has weathered the COVID storm and we are seeing mission project after mission project.
- We have two Sunday School classes up and running again.
- While the "Youth Group" isn't meeting again (yet) we are forming relationships with each other and with the congregation through The Supreme Bean.
- R4R continues to meet a great need in the community although it has been put on hold due to COVID. Even without a sale they have found ways to bless others (Habitat for Humanity and a shelter in Palmer) with the items that have been donated. Ministry continues.
- And it's so exciting to see "stuff" happening again: studies, people in the space, decorations, fellowship opportunities, new people in leadership.

The butterfly has long been a symbol of new birth and resurrection in the church. It's a symbol that something new is being born. Or, as Paul says in 2 Corinthians 5:17:

So then, if anyone is in Christ, that person is part of the new creation. The old things have gone away, and look, new things have arrived!

It's hard not to feel like our church (and, frankly, most churches) are a little like that butterfly. When we come out on the other side of Covid we're going to be a new place, with new people, and with new ministries that we're engaged in. We just have to figure out what they are. We need to figure out where God is leading us.

It's an exciting time to be here.

It's an exciting time to be pastor here as well.

Thank you so much for welcoming our family as you did this summer. We've weathered COVID, and surgery, and the trials and traumas of figuring out friendships and relationships in a new place. It has been and remains a learning experience.

Thank you for your patience as well. I'm learning how things have been done and you're learning how it is that I do things. I'm terrible with names and lack of fellowship opportunities has made getting to know you all the more challenging. I'm so thankful that so many have gone out of their way to connect with me.

Part of my "bread and butter" in ministry in the small towns I've been part of has been community involvement. I have always found myself on boards and agencies, working with music, drama, homelessness, mental health, medicine, and the local ministerial associations. As of now, I've only connected with the ministerial association. I will join the Birchwood Camp Board at the start of 2022. I assume other points of community outreach and connection will come in time.

The only continuing education I have done this year was related to online worship. Much of my time has also been spent serving as "First Elected Clergy" of the Alaska Delegation to General Conference. Next year it is hoped that our long-delayed General Conference will happen in late summer and I'll leave this role behind.

So, thank you for letting me be your pastor.

I look forward to many years of ministry to and with you all.

Peace,

A handwritten signature in black ink, appearing to read "Jim Doepken", with a long horizontal flourish extending to the right.

Pastor Jim Doepken

Lay Leader's Report

We have had another challenging year re-imagining our post COVID life in the church. We are fortunate to be able to offer in person church services with all the necessary precautions taken as well as an on-line option. One interesting change has been the "hymn reads." It is a wonderful way to still enjoy the hymns without singing them and it is a chance to really hear the words. We have made great advances in our virtual capabilities thanks to a few very talented and dedicated individuals. I think we will continue with providing both styles of worshipping.

One big change has been the arrival of our new Pastor Jim Doepken and his wonderful family. We are all excited to be a part of the vision he has for our church and reap the benefits of his years of experience.

Sunday school has begun again. There are an adult class and an elementary class that meet on Sunday morning. There is also an on-line study that is now international. Another in person Bible study will be added soon.

We also have solved the problem of our Safe Sanctuary requirements for our Sunday morning nursery. We were able to revise the requirements and now have many qualified and willing young people to be the second person in the nursery. This has made it so much better for the families who want to have their children lovingly cared for while they attend the service.

CCS continues to be a wonderful outreach for our church. They provide important services for families with young children in our neighborhood. We have worked out many of the logistical issues and we are all working together nicely.

R4R had been able to start having sales again until October. Because of the state's rising COVID numbers, we had no choice but to put the program on hold until next year. We still accepted donations but could not have the sales. Many people were disappointed, but they understood our desire to keep our community safe.

AA continues to meet upstairs. They haven't liked our masking requirements but have complied.

The Homework Club has not been able to meet because two of the key workers are immune compromised. The big draw for the kids who came was the food and we can't offer that yet. We will take another look at it in the future and decide where we want to go.

Respectfully submitted,

Karen M. Weckhorst

Lay Leader



Report of the Trustees

The trustees are amenable to the Charge Conference and as such are required to make an annual report

(¶ 2550). Additional reports should be made as requested by the Charge Conference or Church Council or equivalent. Numbers in parentheses refer to paragraphs in the 2016 Book of Discipline.

Copies of this report should be filed with the recording secretary, pastor, district superintendent and the board of trustees.

United Methodist Church of Chugiak Church
Alaska Conference District 2021 Charge Annual Conference

For the period beginning December 1 2021 DATE OF PRIOR CHARGE CONFERENCE, and ending December 31, 2021 DATE OF CURRENT CHARGE CONFERENCE

1. Organization for the present conference year was effective (date) _____, by electing the following officers (no less than three, and up to nine persons):

	Name	Term Expires
President	Bonnie Bailey	
Vice President	David Glines	
Secretary	Kay Abrams	
Treasurer		
Member	Jan Wachsmuth	
Member		
Member		
Member		
Member		

2. Is the local church incorporated (¶2529.1a)? Yes No

3. a. Name or names in which title to each piece of property is recorded, as shown by civil land records (¶¶2536, 2538):

	Name(s)	Office	Book	Page
Church Buildings	Mission Board	Anchorage	Patent	1212083
Church Buildings	Methodist Church	Anchorage	Patent	1212083
Parsonages	Methodist Church	Anchorage	Patent	1212083
Parsonages				
Other	UMCC	Anchorage	Patent	50-99-0058
Other				

b. Who is the custodian of deeds and other legal papers? Bonnie Bailey

c. Where are they kept? UMCC Records Room

4. Does each deed contain trust clause (¶2503)? Yes No

5. Do you have a long-term plan for the replacement of facilities and equipment as they deteriorate? Yes No

6. a. Insurance (¶2533.2, 2550.7)

Item Insured/ Insurance	Replacement Value	Amount of Coverage	Type of Coverage	Company	Restricted By Coinsurance (Yes or No and amount)		Expires When
Church Buildings	\$	\$ 9 Mil	Group	Phila.	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>	Amount::
Parsonages	\$	\$ 1 Mil			Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>	Amount::
Church Furnishings and Equipment	\$	\$ 200,000			Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>	Amount::
Parsonage Furnishings and Equipment	\$	\$ None			Y <input checked="" type="checkbox"/>	N <input checked="" type="checkbox"/>	Amount::
Vehicle(s)	\$	\$ None			Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>	Amount::
General Liability		\$ 6 Mil			Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>	Amount::
Worker's Compensation					Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>	Amount::
Directors and Officers/Errors and Omissions/Crime		\$ 1 Mil			Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>	Amount::
Professional Liability Coverage (Including Sexual Misconduct)		\$ 6 Mil			Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>	Amount::

b. Have the buildings been inspected for fire and other safety hazards within the past year? Yes No

c. Have you assessed the replacement value within the last 5 years? Yes No

d. Who performed the assessment?

e. Does the church have a Safe Sanctuary Policy? Yes No

f. Is the amount of insurance adequate? Yes No

(to determine adequacy of coverage, please use the GCFA Insurance Worksheet found at <http://www.gcfa.org/gcfa/united-churchmethodism-insurance-requirements>)

7. a. Has an annual accessibility audit for church properties been conducted (§ 2533.6)? Yes No
(attach as a report; an example accessibility audit form may be found at <http://www.gcfa.org/forms-and-resources>)

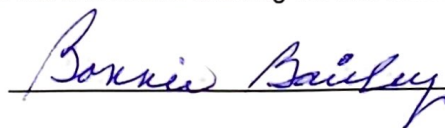
b. If needed, have you developed an accessibility plan? Yes No (Attach plan)

8. Provide a detailed list of income-producing and permanent funds:

Item	Date Received	Amount	Where Invested	Income	How Income is Used for Ministry

(Attach as a supplement a statement "clarifying the manner in which these investments made a positive contribution toward the realization of the goals outlined in the Social Principles of the church and showing the investments are socially responsible..." § 2533.5 and § 2550.9)

President of Trustees



Printed Name: Bonnie Bailey

Date: 11/2/21

Annual Report of the Board of Trustees, 2017-2020

Prepared and edited by the General Council on Finance and Administration and authorized as the official form for this purpose.

LOCAL CHURCH PARSONAGE ANNUAL REPORT – 2021

(Please consult AUMC Journal section XII.B for Parsonage Standards)

Name of Church: UMC of Chugiak

Parsonage Street Address: 16410 Old Glenn Hwy, Chugiak AK 99567

Method of Heating: N natural gas _____

Condition of Heating System: Good

For the benefit of the church, the present parsonage family, and future parsonage families, an annual on-site evaluation of the living quarters, garage and premises shall be made. Those participating should include at least the Chairperson of the Trustees, Chairperson of the Pastor-Parish Relations Committee and the Pastor. (See 2016 *Book of Discipline*, ¶2533.4)

Date of Annual Inspection: Summer 2021

Names of those making the inspection: Bonnie Bailey, Jim Doepken,

1. List repairs and/or decorating of the parsonage done in the past 12 months:

Washer/Dryer installed

2. What repairs are needed for the parsonage? List them in order of urgency:

a. Chinking in logs

b. Carpet replaced

c. Well pressure lowered to limit leakage

e. Gutters on back to limit damage to deck/railing

f. Some windows/screens

g. Kitchen cabinet restoration

Continue Evaluation on Reverse

3. What equipment in the parsonage is owned by the church?

Please list condition (excellent, good, fair, poor):

<u>Item</u>	<u>Condition</u>
Stove	<u>Excellent</u>
Refrigerator	<u>Good</u>
Dishwasher	<u>Very good</u>
Washer	<u>Good</u>
Dryer	<u>Good</u>
Freezer	<u>Fair</u>
Disposal	<u>Not applicable</u>
Lawnmower	<u>Available at church</u>
TV Cable Connection	<u>Good/High speed internet</u>

4. Is the parsonage adequately furnished for the current parsonage family? Yes No If no, what needs to be done? _____

_____ However, could use new kitchen/dining table and current family room couch belongs to parsonage family _____

5. Please list any significant changes (acquisitions, etc.) of parsonage furnishings:

_____ King bed for master bedroom, dresser for master bedroom, living room sectional

couch. DINING ROOM TABLE, CHEST FOR BEDROOM
NEW CEILING FAN FOR BATHROOM, LARGE CHAIR
FOR FAMILY ROOM, SEVERAL SMALL TABLES.



Report of the Finance Committee

The report of the Finance Committee shall be made on this form, or one revised and adapted by the Annual Conference. Numbers in parentheses refer to paragraphs of the 2016 *Book of Discipline*.

Copies of this report should be filed with the recording secretary, pastor, district superintendent and chairperson of the committee on finance

United Methodist _____ Church of Chugiak _____ Charge
 Alaska _____ District Alaska _____ Annual Conference

For the period beginning 11/19/2020 and ending 11/27/2020
DATE OF PRIOR CHARGE CONFERENCE DATE OF CURRENT CHARGE CONFERENCE

I. ORGANIZATION

1.a. Has the committee been organized according to the 2016 *Book of Discipline* (§258.4)? Yes No

b. Names of officers?

Chairperson Donald Weckhorst Vice Chairperson Rundy Galles
 Treasurer(s) Radie Rapanut Financial Secretary Jackie DeCou

II. BUDGET AND COMMITMENT PLAN

2.a. Has the committee submitted to the Church Council, or its equivalent, a complete budget for the ensuing year? Yes No

If not, why not?

The draft budget has not been finalized.

b. Did the committee give the Church Council an opportunity to request financial support for recommended ministries (§258.4)? Yes No

If not, why not?

3. How frequently does the Financial Secretary/Treasurer send members and contributors regular reports of their giving?
 Monthly Quarterly Semi-annually Annually No, we do not send reports

4. Is giving by individual participants in the local church regularly reviewed? Yes No;

If not, why not?

5. What are the plans for raising sufficient income to meet the budget adopted by the Church Council (§258.4)?
 Stewardship campaign and special giving. Online and mail-in giving and building use fees.

6. Does the Financial Secretary/Treasurer report regularly to the Church Council on the giving trends in the church/charge? Yes No

If not, why not?

III. THE HANDLING OF CHURCH FUNDS

7. Does the Treasurer regularly make reports to the Committee on Finance and the Church Council on the financial position of the church (§258.4b)? Yes No

If not, why not?

8. Are all benevolences and other connectional funds remitted monthly to the conference treasurer (§258.4b)?

Yes No

If not, why not?

9.a. What bank(s) have been designated by the Church Council as a depository (§258.4d)?

First National Bank Alaska

b. Are all accounts FDIC insured and in amounts at or below the current FDIC insurable limit? Yes No

If not, why not?

c. Are all accounts in the name of the church? Yes No

If not, why not?

10.a. Has the committee established written financial policies to document the internal controls of the local church (§258.4d)? (*Attach as a supplement.*) Yes No

b. Have these policies been reviewed by the committee and found to be adequate and effective (§258.4d)?

Yes No

11. Are the church offerings counted by a counting committee in accordance with the mandates of the *Discipline* (§258.4a)? Yes No

If not, why not?

12. Are all funds deposited promptly in accordance with procedures developed by the Committee on Finance (¶258.4a, d)? Yes No

If not, why not?

13. Are financial officers of the church bonded (¶258.4b)? Yes No

If not, why not?

14.a. Have the financial records of the church and all its organizations been audited for the prior fiscal year (¶258.4c)? Yes No

b. If not, why not?

Covid

c. Were there any recommendations or exceptions? Yes No

d. If there were recommendations or exceptions, how has the church addressed them?

Signed



Printed Name: Donald C. Weckhorst

Date: 11/27/2021

Report of the Finance Committee 2017-2020

Prepared and edited by the General Council on Finance and Administration and authorized as the official form for this purpose.

**United Methodist Church of Chugiak
Proposed Operating Budget 2021**

(with comparison to the trailing 12 months: November 2019 - Oct 2020)

Income	2021	past 12 mos
40-4005 · Pledged Income	200000	213889
40-4010 · Building Loan Income	5340	4365
40-4002 · Unpledged Income	29000	29295
40-4008 · CapitalOne Cash Back	1200	1147
40-4004 · Interest Income	40	68
40-4006 · Building Use Income	36840	19687
40-4015 · Fundraiser Income	10000	28173
40-4020 · R4 R Overhead	10000	4497
40-4021 · R4R Mission Income		2369
40-4000 · Income - Other	<u>1000</u>	<u>1985</u>
Total Income	293420	308122
Expense	2021	past 12 mos
Total 50-6018 · Benevolence	5000	2975
Total 50-5000 · Apportionments	32922	22432
Total 50-5010 · Pastor	82672	77803
Total 50-5030 · Staff	32413	44520
50-5050 · Building and Maintenance		
50-5070 · Earthquake Repair	14000	96759
50-5055 · Parsonage Security	300	275
50-5051 · Church Telephone	1961	1951
50-5052 · Church Electricity	17454	16651
50-5053 · Church Gas\Heat	17750	19745
50-5054 · Refuse	0	1168
50-5056 · Parsonage Telephone	1968	1838
50-5057 · Parsonage Electricity	1806	1963
50-5058 · Parsonage Gas/Heat	2450	2705
50-5060 · Parsonage Maint./Furniture	1200	1216
50-5061 · Church Bldg/Grounds Maint.	10000	7050
50-5062 · Church Equipment Maintenance	8350	15516
50-5063 · Parking Lot Maintenance	1100	4331
50-5065 · Janitorial Supplies	750	1050
50-5067 · Nursery Supplies	100	0
50-5068 · Church Furniture	<u>500</u>	<u>0</u>
Total 50-5050 · Building and Maintenance	79689	172219

**United Methodist Church of Chugiak
Proposed Operating Budget 2021**

(with comparison to the trailing 12 months: November 2019 - Oct 2020)

Expense (cont)	2021	past 12 mos
Total 50-5076 · Insurance	15400	15837
Total 50-5080 · Admin/Office Expenses	5470	6786
50-6000 · Church Programs		
50-6002 · Education Expenses	750	533
50-6004 · Finance Committee Expenses	100	0
50-6007 · Music Expenses	0	335
50-6008 · SPPR	100	33
50-6009 · Stephen Ministry Expenses	0	0
50-6010 · Worship Committee Expenses	500	911
60-6014 · Church Council Expenses	100	44
60-6017 · Faith Community Nurses	<u>0</u>	<u>0</u>
Total 50-6000 · Church Programs	1550	1856
50-7000 · Loan and Other Expenses		
50-7006 · SBA Loan Interest	3496	281
50-7005 · SBA Disaster Loan	3044	1065
50-7004 · NUMF Interest	8854	11869
50-7003 · NWUMF	<u>23187</u>	<u>68675</u>
Total 50-7000 · Loan and Other Expenses	38581	81890
Total Expense	293697	426316
Net income	-277	-118194

Chuck Foster, Treasurer

treasurer@umcchugiak.org

Alaska 2022 Pastoral Support Worksheet

For all appointments 1/2 time & above

(Complete this form using computer)

Local Church UMC Chugiak Pastor Jim Doepken

Date: 01/01/22 MM/DD/YY

Full or Part-Time (Select one)*: Full Time

Status (Select one)*: Elder UMC

* - impacts retirement benefit and UMLife Options calculations on second page.

Total Cash Salary

Cash Salary

Cash paid to clergy person by church. Cash salary consists of base pay, cash bonuses, equitable compensation, cash to clergy person for benefit programs, before-tax, after-tax and Roth deferrals to United Methodist Personal Investment Plan (UMPIP), and other 403(b) programs. Beginning in 2018, unless pastor opts out or not eligible/waived, minimum UMPIP contribution will be 2% of plan compensation. In 2019 auto escalation provisions began increasing previous % by 1% up to maximum of 10% if pastor still in same appointment.

\$ 65,076

Box 1

Housing Exclusion

(Internal Revenue Code Section 107-Utilities and Furnishing exclusion)

\$

Box 2

Total Cash Salary (box 1 + box 2)

\$ 65,076

Box 3

(For reference 2022 minimum compensation for full-time appointment is \$45,500 plus cost of living adjustment and experience factor.)

Housing

Is a parsonage provided (Yes or No)? Yes

\$ 16,269

Box 4

or

Housing Allowance (when no parsonage is provided)

\$ 0

Box 5

Plan Compensation

Plan Compensation – Total Cash Salary (box 3) + Housing (Box 4 or Box 5)

(Use the amount on this line on next page to determine the UMPIP retirement contribution, UMPIP Match (if applicable) and UMLife Options annual payments)

\$ 81,345

Box 6

Professional Expenses – not part of plan compensation

Accountable Reimbursement Plan budget amount

\$ 2,500

Parsonage Utilities paid directly by Church (budget)

\$ 0

Return this page to your District Superintendent and keep a copy at Local Church

Local Church UMC Chugiak Pastor Jim Doeppen

Local Church Contribution to Pension and Benefits

Clergy Retirement Security Plan – 2022

A. Defined Contribution component

Plan Compensation (Box 6)

Times 3% - church will be responsible for paying 3% even if pastor does not contribute 1% to UMPIP

2022 Annual CRSP Defined Contribution

	81,345
X	3%
\$	2,440.35

Box 7

B. Defined Benefit component

Exempt as a missionary Conference.

Actual cost is \$6,000 per FTE

\$	-0-
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Comprehensive Protection Plan - Full-Time; 2022

Lesser of Plan Compensation (box) or 2 times DAC
(2 X \$75,570 = \$151,140 Times 3% or \$4,534.20)

\$	2,440.35
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Box 8

1/2 & 3/4 time UMLife Options fully insured through UNUM

2022

For 1/2 & 3/4 time appointed Elders, Provisional, Associate Members and Deacons Not part-time local pastors or other denomination.

The cost is 2.2% of plan compensation.

\$	0.00
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Box 9

2022 Health Insurance Direct Bill for Full-Time Appointments

The health insurance program is through HealthFlex Exchange where pastors have choice between six medical/pharmacy, three dental and three visions plans, waive participation or covered through Medicare with Via Benefits marketplace. The pastors will be given a specified amount of money to select the plans of their choice unless waive the benefit. In 2022 single pastor receives \$11,160, two party \$19,440 and family \$27,468. The amount paid by church is a 1.2% increase over 2021.

\$	17,004
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Box 10

Return this page to your District Superintendent and keep a copy at Local Church

United Methodist Church of Chugiak Nominations for 2022

Church Council	
Chair	Jackie Holmquist
Lay Member to Annual Conference	Jackie Holmquist
Membership Secretary	
Lay Leader	Karen Weckhorst
Recording Secretary	Kay Abrams
Financial Secretary	Jackie DeCou
Treasurer	Radie Rapanut
SPR Chair	John Abrams
Trustees Chair	Bonnie Bailey
Pastor	Jim Doepken

Finance Committee	
Chair	Don Weckhorst
Treasurer	Radie Rapanut
Lay Leader	Karen Weckhorst
SPR Representative	
Trustees Representative	Bonnie Bailey
Pastor	Jim Doepken
Financial Secretary	Jackie DeCou
Member at large	Cyndi Bell-Lee

Trustees		Para 2530.2 BOD 2016
Chair	Bonnie Bailey	2019

Secretary	Kay Abrams	
Member	Kelly Bender	Sp. Projects
Member	David Glines	
Member	Janet Wachsmuth	2021
Member	Kay Abrams	2020
Member	Ryan Boothe	
Member	Charles Barringer	Mech. Projects
Pastor	Jim Doepken	non-voting

Pastor Parish Relations Committee		Para 258.2 BOD 2016
Chair	John Abrams	2021
Lay Leader	Karen Weckhorst	2021
Member	Dirk Retzlaff	2019
Member	Denise Runges	2019
Member	Jennifer Mitchell	2020
Member	Bruce Steely	2020
Member	Jeff Worrell	2021
Member	Amy Wright	
Pastor	Jim Doepken	non-voting

Electronics, Media, and Communication Committee	
Chair	Gavin Rueb
Website/Social Media Rep	
Member	Ryan Boothe

Member	Denise Runge
Pastor	Jim Doepken

Worship Committee	
Chair (Pastor)	Jim Doepken
Musical Director	
Accompanist	Terri Schimmack
Back up Accompanist	Sherry Criley
Children's Church Coordinator	Betty Burke
Church Council Chair	Jackie Holmquist
Member	Shane Denny
Member	Mary Denny

Missions Committee	
Chair	Dave Flagg
Member	Sandra Anderson
Member	John Mitchell
Member	Stacy Flagg
Member	Sharolyn Baldwin
Member	Jeanette Legenza
Member	Monica Gaupp
Member	Julie Doepken
Member	Janet Wachsmuth

Recycle for a Reason Board	
Member	Kay Abrams
Member	Lynne Elliott
Member	Jackie Holmquist
Member	Andrea Hofeling
Member	Nancy Bernard
Member	Dee Davis
UMYF Leadership	
Chair (Pastor)	Jim Doepken
Member	Lee Wright
Supreme Bean CO	Mark Burch

Prayer and Spiritual Welfare Team	
Chair (Pastor)	Jim Doepken
Member	Betty Burke

Children and Youth Education	
Chair (Pastor)	Jim Doepken
Lay Leader	Karen Weckhorst
Teacher	Radie Rapanut
Teacher	Karen Weckhorst
Nursery Supervisor	Kim Ulrich
Nursery Assistants	Ava Cook Bethany Doepken Abigail Doepken

**CERTIFIED LAY SERVANT
ANNUAL REPORT TO THE CHARGE CONFERENCE**

Initial Application or Request for Renewal

Report for year ending 2021



SECTION I: DATA ON THE LAY SERVANT

Name (Mrs. Ms. Mr.) Elizabeth A. "Betty" Burke
Address 5403 East 24th Avenue City/State/Zip Anchorage, AK 99508
Telephone 907-863-4613 (cell) 907-222-7879 E-mail bahb6097@gmail.com
Name of District Alaska Conference (Lana Line)
Name of Church United Methodist Church of Chugiak
Church Address 16430 Old Glenn Highway City/State/Zip Chugiak AK 99567
Church Telephone 907-205-4430

SECTION II: STATUS OF THE LAY SERVANT

For initial application as a Certified Lay Servant

1. What year did you complete your Basic Course? _____
2. What year did you complete your Advanced Course? _____
3. What was the title of your Advanced Course? _____

For renewal as a Certified Lay Servant

1. What year did you complete your last Advanced Course? 2021
2. What was the title of your last Advanced Course? "Life Together in the United Methodist Connection"

SECTION III: REQUEST OF THE LAY SERVANT

I request recommendation of my pastor and my church council/charge conference to begin/renew as a Certified Lay Servant for the ensuing year.

Date 11/28/2021 Lay Servant Elizabeth A. Burke ("Betty")

SECTION IV: RECOMMENDATION OF THE PASTOR

I recommend concurrence with the request of this person to begin/renew as a Certified Lay Servant for the ensuing year.

Date 29 Nov. 2021 Pastor [Signature]

SECTION V: RECOMMENDATION OF THE CHURCH COUNCIL/CHARGE CONFERENCE

The church council/charge conference of The United Methodist Church of Chugiak (church/charge)
recommends the above person begin/renew as a Certified Lay Servant for the ensuing year.

Date _____ Church Council Chair or District Superintendent _____

(To be completed by those requesting renewal as a Certified Lay Servant)

SECTION VI: MINISTRIES BY THE LAY SERVANT

During the past year, I have participated in **caring ministries** as follows:

- served as a volunteer in a care-giving institution
- provided one-on-one caring
- at a hospital, nursing home, or to a shut-in
- in membership/evangelism visitation
- served in caring/outreach projects (food pantry, prison ministry, etc)
- other caring activities (Please list) _____

During the past year, I have participated in **leading ministries** as follows:

- served as member of committee, board, commission, council, task force, etc.
- as a volunteer at a community agency
- at my local church
- beyond my local church
- on my District Conference Jurisdiction General Church level
- other leading activities (Please list) _____

During the past year, I have participated in **communicating ministries** as follows:

- brought message in _____ worship services
- served as worship leader in 6 services
- delivered _____ devotional messages
- taught _____ classes
- shared my faith story when opportunity presents itself
- other speaking activities (Please list) designing worship space toward evangelism theme

During the past year I have participated in additional opportunities for ministry as follows (Additional writing space below):
uplifting thought/artwork shared on social media; outreach through personal letters and 1-1 contacts

SECTION VII: PERSONAL AND SPIRITUAL GROWTH BY THE LAY SERVANT

In what activities have you engaged and/or what books have you read or used during the past year to help you develop your devotional life; improve your understanding of the Bible; improve your understanding of The United Methodist Church; and to improve your skills in caring, leading, communicating and speaking?

be a disciple course, FUMWA virtual offering, Outflow and Defying Gravity Books

SECTION VIII: FEEDBACK BY THE LAY SERVANT

1. Do you feel called to be in service in any area of ministry, either in the church or outside the church, in which you are not currently involved? Yes No (If yes, please list those areas below.)
not at present, perhaps begin formation of a UMW unit in some form
2. What additional training or support do you need or would suggest to further your ministry:
additional course work to full certification as Lay Servant
3. Give any recommendations you have for improving Lay Servant Ministries in your District or Conference:
continue offering local in person learning opportunities, as safe and possible and virtual sessions of

(Note: District Directors are encouraged to respond to any comments within this section.)

NOTICE: After this form is completed and signed by those listed above, the Recording Secretary of the Church Council or Charge Conference is requested to reproduce THREE copies: (1) Lay Servant, (2) District Director of Lay Servant Ministries, (3) District Superintendent. The Recording Secretary of the Church Council or Charge Conference keeps the ORIGINAL. (Revised April 2014)



2021-22 Church Officer Contact List

INSTRUCTIONS: Please use this form for your 2021-22 Church Officers. When finished, save the document for church records and return it with your other required Charge Conference Documents.

- *Names only are not acceptable. They can't be entered or saved in the database. Please include the name and contact information for all officers.*
- *If your church uses a Single Board Governance – please list the names and contact information for individuals who would be responsible for responding to building, finance, or staffing inquiries.*
- *This information may be passed on to General Church agencies.*
- *As an appointed or assigned ministerial leader in the GNW, or as a designated lay leader/volunteer in your local congregation, you are automatically subscribed to district, Conference and Greater Northwest Area e-mail lists. It's important to stay subscribed to these lists as they are the primary method in which you'll receive communications pertinent to your work in the local church, the district, Conference and across the global connection of The United Methodist Church.*
- *If officers or contact information changes during the year, please notify the AUMC office, alaskaumc@gmail.com, so that mailing lists can be kept current.*

CHURCH INFORMATION	
Church Name	
Church Phone Number	
Church Mailing Address	
Church Email	
Church Website	
Senior Pastor	
Associate Pastor	
Associate Pastor	
Date Officers begin service	

CHAIRPERSON, PPR OR STAFF/PARISH RELATIONS	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

CHURCH TREASURER	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

CHAIRPERSON, COMMITTEE ON FINANCE	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

CHAIRPERSON, TRUSTEES	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

CHAIRPERSON, ADMINISTRATIVE COUNCIL/ BOARD	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

LAY LEADER	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

LAY MEMBER TO ANNUAL CONFERENCE	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

2ND/ALTERNATE LAY MEMBER TO ANNUAL CONFERENCE	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

3RD LAY MEMBER TO ANNUAL CONFERENCE	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

FINANCIAL SECRETARY	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

RECORDING SECRETARY	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

MEMBERSHIP SECRETARY	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

SOCIAL JUSTIC CONTACT	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

SUNDAY SCHOOL CHAIR	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

CHURCH HISTORIAN	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

UNITED METHODIST WOMEN PRESIDENT	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

UNITED METHODIST MEN PRESIDENT	
Name	
Address	
City, State & Zip Code	
Phone with Area Code	
Email Address	

SAFE SANCTUARIES TRAINING PACKET

For Pastor, Teachers, Nursery Attendants,
Music Director, Accompanists,
Education Committee Chair, Sunday School
Superintendent, and Others Working
With Children, Youth, or Vulnerable Adults

SAFE SANCTUARIES TRAINING PACKET

INDEX

1. Safe Sanctuaries Program
2. Safe Sanctuaries — Policy and Procedures on Care and Protection of Children and Vulnerable Adults
3. Accident Report Form for Children, Youth, and Vulnerable Adults
4. Abuse Reporting Form and Call Numbers

The United Methodist Church of Chugiak

SAFE SANCTUARIES PROGRAM

Safe Sanctuaries is a program used by many churches, to protect children and other vulnerable populations from abuse in any church activity and also to protect youth workers and the church from liability. The program is based on the Christian mandate to nurture and protect children, and also on our responsibility to protect the church from financial liability and loss of reputation. The program is NOT a response to any problem in our church; it is simply considered a wise preventive.

Safe Sanctuaries features simple, common-sense procedures for youth programs:

- First Aid and CPR Training
- “Two-Leader” Rule -- 2 unrelated leaders (4-years older than those supervised) must present for all youth activities
- “Four-Years-Older Rule” — All leaders/supervisors must be at least four years older than the oldest possible child/youth participant under their care. No one under the age of 18 will be allowed to be a supervisor or leader of children/youth or supervisor of nursery during worship. Those under 18 are allowed to provide on-site childcare for special events/meetings. Childcare workers must be at least 13 years old and must be at least 4 years older than the oldest child being cared for, unless parents have been notified and agreed. Childcare workers/helpers in nursery or classroom who are minors will be supervised at all times by an adult over the age of 18.
- Background checks for all paid and volunteer adult workers.
- Windows in all classroom doors
- Open-Door counseling
- Youth worker orientation and training, adult Sunday School classes and other training opportunities
- Advance Notice to Parents — for youth events
- Parent and Family Education—Training and classes on child abuse and protection of children
- Appropriate Equipment and Supervision
- Written Policies and Procedures - including accident and abuse response and reporting requirements
- Covenant by all adult and non-adult workers to abide by Safe Sanctuaries procedures.

An adult Sunday School class on Safe Sanctuaries will be offered if there is enough interest. Other training will be arranged for Sunday School teachers who cannot attend because they will be teaching. First Aid and CPR training will also be offered through the church or other sources during the year.

UNITED METHODIST CHURCH OF CHUGIAK

SAFE SANCTUARIES: POLICY AND PROCEDURES ON CARE AND PROTECTION OF CHILDREN POLICY

Pursuant to the Social Principles and Book of Discipline of the United Methodist Church, it is the policy of the United Methodist Church of Chugiak to nurture children, treat them with kindness and respect, and protect them from abuse and exploitation. Child abuse as defined in Alaska Statutes 47.10.290, set forth below, is not condoned or justified by any religious precept of the United Methodist Church. The United Methodist Church of Chugiak does not tolerate any form of child abuse as defined in Alaska Statutes 47. 10. 290. (Alaska Statutes Chapter 17, Child Protection, Sections 47.17.010— 290 is attached hereto in entirety.)

AS.47.10.290 (2) “child abuse or neglect” means the physical injury or neglect, mental injury, sexual abuse, sexual exploitation, or maltreatment of a child under the age of 18 by a person under circumstances that indicate that the child’s health or welfare is harmed or threatened thereby; in this paragraph, “mental injury” means an injury to the emotional well-being, or intellectual or psychological capacity of a child, evidenced by an observable and substantial impairment in the child’s ability to function”.

It is the policy of the United Methodist Church of Chugiak to guard and protect our children from child abuse through a Safe Sanctuaries program, by implementing the following procedures.

PROCEDURES FOR ORIENTATION OF NEW MEMBERS AND WORKERS WITH CHILDREN

A discussion of the church’s policy and procedures for the care and protection of children shall be included in the orientation of new members and workers with children.

PROCEDURES FOR RECRUITING, SCREENING, AND HIRING WORKERS

Applicability: These procedures are applicable to full-time, part-time, paid, and unpaid lay workers. Local United Methodist churches do not recruit and hire clergy because under the United Methodist system of itinerancy, clergy are appointed to local churches by their Conferences. Screening of clergy will be done by the Alaska Annual Conference.

Maintenance: Unless otherwise stated, procedures, position descriptions and forms shall be prepared and maintained in church files by the Staff Parish Relations Committee (SPR Committee).

1. **Position Descriptions:** Position descriptions shall be prepared for specific paid positions and for volunteer positions involving childcare and work with children. These position descriptions shall be used in recruiting, hiring, training, and evaluating workers.

2. **Applications:** Application forms for positions involving childcare or work with children shall be completed and submitted to the SPR Committee by persons wishing to become paid or volunteer workers in such positions.
3. **Personal References:** Personal reference forms shall be submitted with applications for paid or volunteer positions involving childcare or work with children.
4. **Consent to Criminal Background Check:** A consent form authorizing a criminal background check every two years shall be submitted with applications by any adult applying for any paid or volunteer position involving childcare and work with children.
5. **Interviews:** SPR Committee shall conduct personal interviews with all applicants for paid positions involving childcare or work with children, youth, or vulnerable adults.
6. **Covenant:** Each childcare worker hired shall sign a written covenant to abide by Safe Sanctuaries procedures.

PROCEDURES FOR COMPREHENSIVE PROTECTION OF CHILDREN

1. **“Two-Leader Rule”:** No fewer than two leaders (4-years older than those supervised) shall be present at all times during any church- sponsored program, event, or ministry involving children. Examples include, but are not limited to, nursery, Sunday School class, children’s church, youth Bible study, and youth fellowship. The two leaders should not be related. This rule does not prohibit youth under the age of eighteen from assisting with programs for younger children, as long as one leader is an adult. Meetings between confirmands and their mentors shall be treated in the same manner as open-door counseling sessions.
2. **First Aid and CPR Training:** The church will provide First Aid and CPR training annually. This training is mandatory for nursery care providers. All others working with children and youth are encouraged to complete the training.
3. **Annual Orientation for Workers:** All persons who provide childcare or work with children shall be required to attend an annual orientation session provided by the Staff Parish Relations Committee. The orientation will cover the church’s policies for prevention of child abuse procedures to be used in all ministries for children and youth, child abuse reporting, and Alaska law regarding child abuse.
4. **“Four-Years-Older Rule”:** All persons providing childcare or working with children/youth shall be more than 4 years older than the children or youth with whom they work.
5. **“Eighteen-Year-Old Rule”:** One of the two leaders/supervisors shall be a minimum of eighteen years old. Exception for meetings/special events.

6 Windows in Classroom Doors: All rooms used for programs for youth shall have windows in entry doors. Half doors may be used in lieu of windows.

7. Open-Door Counseling: During any counseling sessions for children or youth, the door to the room used shall remain open for the entire session. Two-leader rule suspended.

8. Advance Notice to Parents and Written Permission: Parents will be given advance notice and full information regarding any event in which their children will participate and will be required to give written permission.

9. Playground Supervision: Two leaders/supervisors must be always present during any use by children of the church playground. An exception to this rule is use of the playground by children from one family, with one of their parents present at all times.

10. Accident Reporting: Accidental injury to any child during a church event must be reported immediately to the child's parent or parents, Chairperson of the SPR Committee and the Pastor. A written report on the accident must be submitted to the church office on the attached Accident Report Form.

PROCEDURES FOR REPORTING INCIDENTS OF CHILD ABUSE AND RESPONDING TO ALLEGATIONS OF CHILD ABUSE

1. Mandatory State Reporting Procedures: Mandatory procedures for reporting child abuse are contained in Alaska Statutes 47.17.10 and 47.17.20, with definitions of statutory terms in AS 47.17.290, are attached verbatim and quoted in pertinent part in the attachment hereto, "MANDATORY STATE REPORTING PROCEDURES".

It appears that the only persons within the church program who are mandatory reporters as defined in the Alaska Statutes are paid nursery care providers. However, It is the policy of the church that any person working with children or youth in a church activity, who has reasonable cause to suspect that an incident of child abuse has occurred in connection with the church activity, shall comply with the above statutory requirements, reporting suspected child abuse immediately to the Alaska Department of Health and Social Services or, if that is not practicable, to a peace officer such as a State Trooper or Anchorage Police Officer.

2. Additional Response, Reporting and Notification Procedures: In addition to the above mandatory reporting requirement, any person working with children in a church activity who has reasonable cause to suspect that an incident of child abuse has occurred in connection with the church activity, shall immediately report the incident to the Pastor and the Chairperson of the SPR Committee and shall immediately fill out the church form, "Report of Suspected incident of Child Abuse." In addition, the Pastor, and the Chairperson of the SPR Committee, shall perform the following actions.

- (a) Notify the parents or guardian of the victim immediately. Take any allegations of the victim seriously; do not blame the victim or imply that the victim was responsible for the suspected abuse; and respect the victim's privacy. Take any steps necessary to assure the safety of the victim until parents arrive.
- (b) Notify the Conference District Superintendent immediately, and keep the Conference informed of the matter until it is resolved.
- (c) Notify the church's insurance carrier immediately and cooperate with them as they may request.
- (d) In connection with mandatory reporting, notify local law enforcement authorities or the Alaska Department of Health and Social Services immediately as required. Cooperate with these authorities.
- (e) Prepare to respond to any media inquiries by collecting the facts and authorizing a designated spokesperson as the sole person to respond to any questions from the media. Seek legal advice as to how to respond honestly while protecting the victim's confidentiality as appropriate.
- (f) Respond to the suspected abuser with respect but remove him or her from any position involving work with children pending investigation and resolution of the matter. Even if the person is exonerated, consider possible impacts on the congregation before reinstating the person in a position involving work with children.
- (g) Plan and conduct a congregational meeting. The purpose of the meeting will be to inform the congregation of the reported incident of sexual abuse, and to give the congregation an opportunity for discussion and questioning. Provide advance notice and an appropriate leadership team including a representative of the Conference and a qualified counselor.

PROCEDURES FOR CONGREGATIONAL EDUCATION AND TRAINING

1. **Classes.** Training for all youth workers and information for other members of the congregation shall be provided by adult Sunday School classes, small group discussions, and similar events
2. **Orientation for new members.** A discussion and written materials on the church's Policy and Procedures for the care and protection of children shall be included in the orientation of new members and workers with children.
3. **Written materials.** Provide continuing information about the church's program for care and protection of children through articles in Sunday bulletins and monthly Newsletters,

MANDATORY STATE REPORTING PROCEDURES

Mandatory child abuse reporting procedures contained in the Alaska Statutes, AS 4j.17.10 and AS 47.17.20, with definitions of statutory terms in AS 47.17.290, are attached and are quoted in pertinent part below. References to “the department” mean the Alaska Department of Health and Social Services.

Sec. 47.17.10. Purpose. In order to protect children whose health and well-being may be adversely affected through the infliction, by other than accidental means, of harm through physical injury or neglect, mental injury, sexual abuse, sexual exploitation, or maltreatment, the legislature requires the reporting of these cases to the department. It is not the intent...that persons required to report investigate the suspected child abuse before they make the required report to the department. Reports must be made when there is a reasonable cause to suspect child abuse or neglect in order to make state investigative and social services available in a wider range of cases at an earlier point in time...

Sec. 47.17.20. Persons required to report: (a) The following persons who, in the performance of their occupational duties, have reasonable cause to suspect that a child has suffered harm as a result of child abuse or neglect shall immediately report the harm to the nearest office of the department:

(5) Childcare providers:

(b) This section does not prohibit the named persons from reporting cases that have come to their attention in their non-occupational capacities, nor does it prohibit any other person from reporting a child’s harm that the person has reasonable cause to suspect is a result of child abuse or neglect. These reports shall be made to the nearest office of the department.

(c) If the person making the report of harm under this section cannot reasonably contact the nearest office of the department and immediate action is necessary for the well-being of the child, the person shall make the report to a peace officer. The peace officer shall immediately take action to protect the child and shall, at the earliest opportunity, notify the nearest office of the department.

“Childcare provider” is defined in Alaska Statutes 47.17.290 (3) as “an adult individual, including a foster parent or an employee of an organization, who provides care and supervision to a child for compensation or reimbursement.”

Alaska Statutes 47.17.050, immunity, provides, in pertinent part, that “a person who, in good faith, makes a report ... Is immune from civil or criminal liability that might otherwise be imposed for making the report...except that a person who knowingly makes an untimely report is not immune from civil or criminal liability based on delay in making the report.”



GENERAL LIABILITY LOSS NOTICE OF OCCURRENCE / CLAIM

DATE (MM/DD/YYYY)

AGENCY MARSH INC 1301 FIFTH AVENUE SUITE 1900 SEATTLE, WA 98101	DATE AND TIME OF LOSS	<input type="checkbox"/> AM <input type="checkbox"/> PM
	CARRIER PHILADELPHIA INS. CO.	
POLICY NUMBER PHPK942723 (PROPERTY, GL, AUTO, ABUSE)		
CONTACT NAME: VAN VONG	CHURCH NAME AND ADDRESS	
PHONE (A/C, No, Ext): 2006-214-3024		
FAX (A/C, No): 206-214-3489		
E-MAIL ADDRESS: VAN.H.VONG@MARSH.COM		

INSURED

NAME OF INSURED (First, Middle, Last) ALASKA CONFERENCE OF THE UNITED METHODIST CHURCH <i>PLEASE WORK WITH INDIVIDUAL CHURCH DIRECTLY ON CLAIM</i>	INSURED'S MAILING ADDRESS P O BOX 13650 DES MOINES WA 98198
PRIMARY PHONE # 206-870-6818	PRIMARY E-MAIL ADDRESS: CPARRISH@PNWUMC.ORG

CHURCH CONTACT CONTACT INSURED

NAME OF CONTACT (First, Middle, Last)	CONTACT'S MAILING ADDRESS
PRIMARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL SECONDARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL	
WHEN TO CONTACT	PRIMARY E-MAIL ADDRESS:
	SECONDARY E-MAIL ADDRESS:

OCCURRENCE

LOCATION OF OCCURRENCE STREET:	POLICE OF FIRE DEPARTMENT CONTACTED
CITY, STATE, ZIP:	REPORT NUMBER
COUNTRY:	
DESCRIBE LOCATION OF OCCURRENCE IF NOT A SPECIFIC STREET ADDRESS: DESCRIPTION OF INCIDENT/ACCIDENT	

TYPE OF LIABILITY

DID THIS HAPPEN ON CHURCH PREMISES: <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/>	TYPE OF PREMISES
IF NOT ON CHURCH PROPERTY, WHERE DID THE LOSS HAPPEN:	PRIMARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL SECONDARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL
	PRIMARY E-MAIL ADDRESS:
	SECONDARY E-MAIL ADDRESS:

AGENCY CUSTOMER ID: _____

INJURY / PROPERTY DAMAGED

WHO IS INJURED - NAME & ADDRESS (Injured/Owner)			
PRIMARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL	SECONDARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL	PRIMARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL	SECONDARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL
PRIMARY E-MAIL ADDRESS:		PRIMARY E-MAIL ADDRESS:	
SECONDARY E-MAIL ADDRESS:		SECONDARY E-MAIL ADDRESS:	
AGE	SEX	OCCUPATION	
WHERE TAKEN		DESCRIBE INJURY	
DESCRIBE PROPERTY DAMAGED (Type, model, etc.)		ESTIMATE AMOUNT	WHERE CAN PROPERTY BE SEEN?

WITNESSES

NAME AND ADDRESS	PRIMARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL	SECONDARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL
	PRIMARY E-MAIL ADDRESS:	
NAME AND ADDRESS	SECONDARY E-MAIL ADDRESS:	
	PRIMARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL	SECONDARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL
NAME AND ADDRESS	PRIMARY E-MAIL ADDRESS:	
	SECONDARY E-MAIL ADDRESS:	
NAME AND ADDRESS	PRIMARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL	SECONDARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL
	PRIMARY E-MAIL ADDRESS:	
	SECONDARY E-MAIL ADDRESS:	

REMARKS (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

REPORTED BY	REPORTED TO
-------------	-------------

REPORT OF SUSPECTED INCIDENT OF CHILD ABUSE

1. Name of worker (paid or volunteer) observing or receiving disclosure of child abuse:

2. Victim's name: _

Victim's age/date of birth: _____

3. Date/place of initial conversation with, or report from, victim: _____

4. Victim's statement (give your summary here): _____

5. Name of person accused of abuse: _____

Relationship of accused to victim (paid staff, volunteer, family member, other): _____

6. Reported to pastor: _____

Date/time: _____

Summary: _____

7. Call to victim's parent/guardian: _____

Date/time: _____

Spoke with: _____

Summary: _____

8. Call to local children and family service agency: _____

Date/time: _____

Spoke with: _____

Summary: _____

9. Call to local law enforcement agency: _____

Date/time: _____

Spoke with: _____

Summary: _____

10. Other contacts: _____

Date/time: _____

Spoke with: _____

Summary: _____

Signature

Date

Child Abuse Reporting Numbers

Pastor Jim Doepken:

Work: (907) 205-4430

Home: 907-230-5203

Office of Children's Services:

907-269-4000

323 E 4th Ave.

Anchorage AK 99507

If OCS can't be reached, call the Anchorage Police Department

Anchorage Police Department:

907-786-8900