

KAIROS of TEXAS



4th Quarter, October 8th, 2011
8:30 AM – 3:30 PM
Hill Country Bible Church,
Austin, Texas
WWW.KAIROSTEXAS.ORG
WWW.KAIROSPRISONMINISTRY.ORG

Chairperson: **Bill Salser** Vice Chairperson: **Jim Irwin**

Secretary: **Tom Perdue**

AC's in attendance by Region: TAKEN FROM ROLL CALL at 10:00am (those present shown by ✓, not present shown by ✗).

NORTH: ✓ Allred, ✓ Beto, ✗Boyd, ✓ Coffield, ✓ Estes, ✓ Hutchins, ✓ KO North Texas, ✓ KO Wichita Falls, ✓ Michael.
SOUTH: ✓ Briscoe, ✓ Connally, ✗KO Corpus Christi, ✓ KO San Antonio, ✓ McConnell, ✗Segovia, ✓ Stevenson, ✓ Torres.
EAST: ✓ Clemens, ✗Darrington, ✓ Hightower, ✓ Hughes, ✗Huntsville, ✓ KO Houston, ✓ Polunsky, ✓ Stiles, ✗Vance.
WEST: ✓ Daniel, ✓ KO Lubbock, ✓ KO Midland, ✓ Lynaugh, ✓ Montford, ✓ Robertson, ✓ Smith, ✓ Wallace.
CENTRAL: ✗Bartlett, ✓ Eastham, ✓ Ferguson, ✗Hobby, ✓ Hughes, ✓ Lockhart, ✓ Mountain View, ✓ Murray, ✓ KO Central Tx.
PANHANDLE: ✗Clements, ✗Dalhart, ✓ Jordan, ✓ KO Amarillo, ✗Neal, ✓ Roach, ✓ Rudd, ✗Torch.

Kairos Officers in attendance: Texas State Officers; ✓ Chair: **Bill Salser**, ✗Past Chair: **Louis Esquivel**, ✓ Vice Chair: **Jim Irwin**,
✓ Secretary: **Tom Perdue**, ✓ Financial Secretary: **Bob Cole**, ✓ Treasurer: **Robert Robinson**.

Kairos International Board Reps: ✓ **John Kennell**, ✓ **Julie Cole**, ✓ **Ed Davis**, ✓ **David Ross**, Rep. at Large: ✓ **Larry "Buck" Rogers**, ✓ **Mike Stumbaugh**.

Kairos Outside Officers: ✓ KO Chair: **Julie Cole**, ✗KO Chair Elect: **Linda Neeley**, ✓ KO Secretary: **Carole Venhaus**, ✓ KO Int'l Rep.: **Kim Roubison**.

✓ TDCJ Liaison: **Chaplain Bill Pierce**.

✗Torch Rep.: **Dean Cooke**.

Committee Chairs; ✓ Agape Chair: **Jaime Gonzales**, ✓ Advisory Council Chair: **Jim Irwin**, ✓ Communication Chair: **Tom Perdue**,
Data Chair: **TBD**, ✓ Newsletter Coord: **Bettye Keefer**, ✓ Registrar: **Julie Cole**, Records & Archives Coord: **TBD**, ✓ Website Coord:
Bettye Keefer, ✗ Webservant: **Bill Darnell**, ✓ Compliance/Program Training Chair: **John Estes**, ✓ Clergy: **Tom Damrow**,
✓ Excellence Init. Chair: **Walt Canady**, ✓ Financial Chair: **Bob Cole**, ✓ Food Control Chair: **Glenda Robinson**, ✗Fund
Raising/Sponsorship Chair: **Reb Bacchus**, ✓ International; Rep: **Ed Davis**, ✓ Music Chair: **Dale Mayer**, ✓ New Starts Chair: **David Savage**,
✓ Outreach Chair: **Michael Hill**, ✓ AKT Coord: **Mike Stumbaugh**, ✓ Regional Coord. Chair: **Rex Mason**, ✓ Trailer Coord.
Chair: **Bob Crane**.

MINUTES:

CALL TO ORDER: Gather for fellowship and refreshments 8:30 – 8:45 a.m. Praise and Worship 8:45 – 9:00 a.m.

OPENING PRAYER:

Tom Damrow

STATE CHAIRPERSON:

Bill Salser

Opening comments: Bill addresses the State Chapter committee thanking everyone for attending and introduces TDCJ Chaplain Bill Pierce.

SPECIAL GUEST SPEAKER:

TDCJ Chaplain Bill Pierce

I am thank you for the honor of being able to speak to you and I want to tell you how much I appreciate Kairos and the volunteers that represent this ministry. When I need something done I can always come to the Kairos Ministry and ask for help and you always respond tremendously. Several years ago I came to the ministry and requested help in starting a new program on all of our units called "Quest for Authentic Manhood" and Kairos of Texas responded with a generous gift to the chaplaincy department and as a result of that we now have "Quest for Authentic Manhood" in **83** of our units in the system in Texas. And it is affecting the lives of the men that go thru it and I want to say thank you for that it is a tremendous response we have gotten for this program. In March we didn't know if we would have many of our chaplains left on the units in September after the budget cuts, but because of the response by the Kairos volunteers, statewide, in a recent meeting with Chairman Bell who is the chairman over TDCJ, he let me know that if it wasn't for the Kairos of Texas volunteers we wouldn't have much of a chaplaincy department left in TDCJ. That it was because of the phone calls made, the letters sent, and the prayers lifted up **THAT WE THE CCHAPLAINS OF TDCJ**, we want to **THANK YOU**, because of the way our **KAIROS VOLUNTEERS** stepped up and **SO WE AS** Chaplains want to take care of you when you come onto the units. And if you do have any issues with chaplaincy I want you to pick up the phone and give me a call and I will do what ever I can to straighten out any sort of issues there may be at your unit level. I want to talk to you a little bit about volunteer issues and I do not have anything specifically to talk about at this time on your side of the

ministry. As you may or may not know, as of September, **Debbie Van Dyke retired**, the lady that will be replacing her is **LINDA GREEN**, will be coming onboard with Volunteer services the first of November. She will be a great asset to the volunteers and hopefully be a great help for Volunteer services. Why has the timeline for volunteer applications slowed so down so much? Before Debbie retired Volunteer services background checks was transferred to Human resources in TDCJ, and so that has slowed down the back ground checks tremendously and what generally took two to four weeks has now slowed to four to six weeks now to get your training letters back. Also they lost two of the ladies out of volunteer services. Chap. Pierce takes a question from the audience; **MARVIN BARNES** asks if we pick up the phone and call some of the board members and asked them that if you recognize us as an exemplary ministry then why is it taking so long to approve our volunteers? Would that hurt you (Chap. Pierce) if we did that? Chap. Pierce response was **NO**. Just don't say that I told you too. Chap. Pierce asked how many of us know about the faith based dorms in TDCJ? He says we have been asked to make it an initiative to put a faith based dorms on every unit in the system. What a faith based dorm allows is that a community of offenders lives in the same dorm and is allowed to practice their religious programs together, for regular worship services they attend church with the regular population. But we try to allow them to attend their programs within their housing area. In a faith based dorm they begin to hold each other accountable and it creates calmness in that dorm that even attracts the officers desiring to be assigned to work in those dorms, because there is less problems with the residents in those housing areas. There has been a faith based dorm started at the Wynne Unit in a MEDIUM custody building, now that is innovative. When a shakedown was done on that building recently, in the areas of the building where the regular medium custody residents were, there was a lot of contraband items found. In the faith based dorm area there was zero defects or contraband found that speaks well of the residents assigned to those dorms that they are willing to be accountable and responsible. And so because of that TDCJ desires to see a faith based dorm be established in all units in Texas. So go back to your teams to your support communities and let them know that TDCJ is willing to allow a faith based dorm to be initiated at your units and seek out those volunteers that may like to support and serve in that capacity to help those residents find a safer, more peaceful form of housing. We are looking for volunteers willing to become volunteer chaplains to help be a building type of pastor in those areas as well as folks interested in becoming teachers and mentors. Not everyone is at their best sometimes in Kairos, but God may have a place for them in the faith based dorm environment. How can we help support these programs, well we have resources for "Quest" in place already and can provide support for that program through your generous donations, we have "Voyager" which a life skills program, we have "Overcomers" which is faith based substance abuse program and we will furnish the materials for that. We have another program that they use in the Vance unit called "The life of Christ" and we have materials for that also. So go back to your teams there may be folks in your teams or your support communities for there may be folks that desire to serve in one of these programs and to help those residents trying to improve their lives to take it to the next level. And if you go back to your units and mention this to your chaplain and they have NO desire to see this implemented, give me a call and I will make sure they understand the importance of seeing a program and dorm on their units being started it will affect not only the lives of the residents in those dorms, but also see it affect the lives of their families. A question was asked from the audience. *Can women go into a faith based dorm?* Chap. Pierce answer was, they can but we prefer that you enter as a team with other men or with your husband it creates a positive influence for the residents to see husband and wives serving together. Another question. *Is there a minimum number of hours required to implement a program in a faith based dorm?* Chap. Pierce responds **NO**. *Where do we teach these programs?* In their housing areas. *Will this do away with the weekly Prayer and share?* **NO**, this is not to take the place of anything that Kairos already does, but to give the Kairos residents and additional line of defense so to speak against the evil one. *What would be the best times to implement these programs?* We are very flexible with this, it is best to get with the warden the chaplain on your unit and see what times are good for them and your volunteers. *What classification of offenders can live in these dorms?* It is up to the warden as to who he wants to house in these dorms, but most of them will be G1's, G2's or G3's which are the minimum custody offenders, most of the programs run a year in some to the state jails they may be shorter but we are willing to be open to all possibilities. *Can non-Christian beliefs be a apart of these dorms?* **YES**, as a matter of fact that will help keep us out of court, we have muslims, native Americans, Jewish, Buddhist the only thing we say about the faith based dorms is that you can not compel someone to change their religion or discourage their religion it is open to all faiths and even to those of no faith. *Are they going to here the Christian message?* **YES**, they know up front that these are Christian principles that are going to be taught. We all know, and I didn't say this, but we know that when the Holy Spirit starts to work on somebody it doesn't matter if they are Christian or not, it's going to happen. *You say there are 83 units that have the Quest program in them, how many units already have a faith based dorm?* **YES**, there are about **32 units** now have a faith based dorm and there are about **3600 offenders residing in those dorms**. There are units like Beto that have a whole wing dedicated to faith based dorms and they have about 200 offenders housed in their dorms. We have another unit that will be starting soon has only about 20 offenders that will be in that dorm. It just depends on your unit and housing areas that may be available to change over to this way of housing. This could be an opportunity to even be able to start Kairos on a unit that does not have Kairos by assisting the chaplain in stabling a faith based dorm, they may

be more open to establishing a Kairos program also. *The number 32 is that both men and women?* **YES**, we have seven dorms that are set to open between now and December, and eight that are scheduled to start in December, our goal is to have faith based dorms in the 90 units statewide, there are 21 short term or medical, and we are looking at innovative ways to bring this to these units also. I tell you folks this is going to change the culture of TDCJ, I have heard it said that the next great revival is going to coming from out of prisons and God is opening the doors in a lot of different areas in TDCJ now. God is opening the doors in a lot of different areas and it is going to change the culture of prisons in Texas. We have started the Darrington Seminary; we have a branch of the Southwestern Baptist Theological Seminary at the Darrington unit that has 40 long term offenders enrolled in it right now. In order to get in the seminary they have to be ten years away from their first parole date. They will go through the fours years and get an accredited degree from the Southwestern Baptist Theological Seminary, that once they graduate, we will begin to use them on the units in different areas, we haven't decided yet how or where that may be but some of the possibilities may be in hospice, in the hospitals, in the geriatric units, maybe even help mentoring in the faith based dorms. They are not going to take over the chaplains positions. *Are you looking for help in hospice and all of that with volunteers or with the chaplains?* **BOTH**, it would be great if we could get volunteers to go into hospice, I think right now we have hospice in the Estelle Unit in Huntsville and the Michael Unit in Palestine. But if live in the Galveston area we could use volunteers going to minister to inmates in the hospital there. *We have these muslims, native Americans, Jewish, Buddhist living in these faith based dorms, if we come in and put on a program is it mandatory that they attend these programs?.* **YES**, one of the things that they agree to do is that they must attend the programs when presented. We have a Buddhist in the Ramsey unit that is going to come in and be the CVCA in the faith based dorm, but his programming is going to be meditation based plus the other Christian based and oriented in programming that we are doing. One thing that they must understand, most of it is faith based uh is Christian in nature, when 95% of your volunteers are Christian in nature how are you going to get away from Christian principles. They understand that in order to live in the dorms they have to participate in all the programs that are being presented. *It seems like most of the units I've been to we use G1, G2 and G3 level inmates how come we can't use G4 level inmates for the weekends.* Talk to the warden. I will see if we can do that. *The rule about taping talks does that apply to the fourth day speaker.* If he is giving a message or presenting then it does, and we have to apply that across the board, if he is giving his testimony then he needs to write it out and give it to the chaplain and it needs to be taped. We have to treat everybody the same and if we let that take place without following what we require of everyone else, then the offenders come back and say we didn't have to do that in Kairos, why do we have to do it, then they file a lawsuit and the judge says why have you got one singled out that doesn't have to do it and the others do. The other thing is that it is protection for the inmate. One other thing we have meetings with our regional chaplains monthly to try to keep up with all the issues and stay on top of changing issues. I thank all of you for the wonderful job that you are doing and the service to God that that the Kairos volunteers do as well as the lives you are helping God to change in the units.

STATE CHAIRPERSON:

Bill Salser

Julie Cole and Ed Davis: we are still taking the nominations for 2012, we have sheets that being passed out, there will be one vote per unit for the whole state committee. The nominating committee was made up of myself, Julie Cole, Ed Davis and John Kennell. The names on the vote sheet are those that were nominated by the committee:

State Chair:	Bill Salser
Vice Chair:	Jim Irwin
Secretary:	Tom Perdue
Financial Sec.	Bob Cole
Treasurer:	Robert Robinson
International Council Rep.:	David Ross

Nominations were requested from the floor, no new candidates were put forth so a vote was taken to approve the list of candidates submitted it was unanimous for the list that was submitted, so the vote carried and the above are to be the Executive Committee officers for Kairos of Texas for the calendar year of 2012.

Bill, thanks everyone that accepted their positions, and thanks everyone for giving them the opportunity to serve another term. **Reb Bacchus** has asked to be able to resign from his position as Fund Raising/Sponsorship Chair, because of health issues and **Kim Roubison** has agreed to take over that position.

FINANCIAL SECRETARY:

Bob Cole

Bob distributed a report with Profit & Loss (P & L) and the Balance Sheet. Bob comments on the comparison he did on the first half of this year compared to the first half of last year. The gross income was up about 5.4% from \$615,000 to almost \$645,000, but at he same time expenses went up from \$377,000 to \$424,000 so its up 12%. We are spending a lot of money but we are still keeping about \$500,000 in reserves in the bank. Our biggest increase in income is Gifts in Kind our corporate giving is down and our church giving is up. The Balance Sheet is a from the end of June 2010 to end of June 2011 is the money under each bank account at that time. The State Bank Account we are using Chase, anytime

money comes in for a specific unit as in the KO's, we have some men's units that are supporting their regions KO's, so instead of sending the money directly to them which means that it goes back into a bank account then we pay a 15% title on that money that goes into an account, any money that gets sent to state I will designate it and if they will send me that bill then I will pay it for them. If you notice last year at this time we had almost \$49,000 in the account. This year we set up an savings account so we have \$55,000 in the savings, so we have \$17,000 in the Chase account and also \$55,000 in the savings. Overall we run between \$520,000 to \$600,000 in 49 bank accounts so you see a snapshot in time where we had \$551,450.90 which just happens to be about 1% of what we had last year.

KAIROS OUTSIDE:

Julie Cole

Julie reports on the Kairos Outside sub-committee that meets the night before this meeting. All 8 KO Communities were represented. The 9 are: Amarillo, Corpus Christi, Houston, Lubbock, Midland, North Texas, San Antonio, Wichita Falls, and Central Texas. They all give a report on what is going on in their area. We had a great report from Amarillo they had a Dinner and Silent Auction and they raised over \$10,000. They had a lot of support. North Texas also had a Dinner and Silent Auction and they raised \$5,000. We also have been receiving a great deal of support from the KI units and we thank you for that. We do have a new manual coming out we will be implementing in it 2012, Lubbock No. 2 is starting off our fall weekends. We had elections last night and I, (**Julie Cole**) was elected the Chair, **Joyce Boelsche** was elected the **Vice Chair**, **Carol Venhaus** was elected as **Secretary**, and **Kim Roubison** was elected as the **KO International Rep.** and she has a three year term, which will expire at the end of 2012. and I want to recognize a very important Kairos Outside volunteer, Linda Neeley, she has been a long time KO volunteer and coming to state meetings for over five years and she was my state observer in 2003. Linda I just want to thank you for your service for these many years you have been a valuable volunteer to this program.

ADVANCED KAIROS TRAINING REPORT:

Mike Stumbaugh

Mike reports on the last remaining training in Texas for 2011. AKT is NOT just for upcoming leaders but for every Ad Council Member & Kairos volunteer. Currently there are 16 KI attendees and 11 KO attendees registered and if there are not enough, the training will be canceled. We cannot afford to lose money on AKT. Info is posted on www.mykairos.org Website.

The Texas 2011 AKT Schedule: remaining for this year: Joint Kairos Inside and Kairos Outside; November 11 – 13, 2011; GRANBURY, TX Location: Camp Crucis, 2875 Camp Crucis Ct., Granbury, TX 76048. Cost: \$225.00 per person. Commuter: \$165.00. Fee includes two nights lodging (Friday and Saturday), all training materials and meals.

Mike presents the **Texas 2012 AKT Schedule**

April 27 – 29, 2012	AMARILLO, TX
June 29 – July 1, 2012	HUNTSVILLE, TX
September 14 – 16, 2012	MIDLAND TX
November 9-11, 2012	GRANBURY, TX

For some reason or another we have had a significant drop-off in units attending AKT we have 40 units doing two weekends a year there should be at least 80 KOT folks attending every year. Since it costs money to put on these training sessions we may have to drop one next year. It costs your AC more money to send someone out of state than it does to have them attend an AKT in Texas; the AKT is not just limited to upcoming leaders it is also suggested that Advisory Council members attend. All the dates I have you are for KI training only, the dates for KO have not been set by Jo Chapman yet. I am also as well as Buck Rogers, the International Board Reps. At Large for KI, I serve on the Ministry Coordination Committee, I sent out an email before the Summer Conference, to all AC Chairs and State Reps. to express good things and bad things about the new RED Manual. We had a ton of responses from that and we will be presenting them to the International Council in Orlando in February. The two big negative things that will be discussed is the one on one hosting as opposed to two on one hosting and the devotional on Sunday mornings called Meditation to Heal Past Memories.

ROLL CALL was taken by Tom Perdue.

OUTREACH CHAIR AND IC REP FOR OUTREACH

Michael Hill and David Ross

Michael starts off thanking everyone for attending this workshop. We are desperately trying to break the old belief that the Team Leader is responsible for Team Recruiting. How do we get the word out about Kairos? We talk about Kairos to everyone we come in contact with. We will start with a little exercise to show that there is not a subject that I cannot work Kairos into, (he and David go thru several demonstrations of subjects suggested by the audience on how to bring Kairos into every conversation). It was lighthearted, but was a good example of how you could work Kairos into any conversation. If you develop a passion for something then you do what you can to enjoy that passion and to share that passion. If we take our passion for Kairos and put forth the effort to publicize Kairos as we have the passion to serve in

Kairos, then God will bring those people to us to be new volunteers, agape warriors, prayer warriors and financial supporters. You just have to put that passion for Kairos out there for all to see.

David starts with Matthew 4:19-20, Jesus says put down your nets and I will teach you how to be a fisher of men. He has NEW Outreach manuals handed out to everyone.

The **RED** Tab in the manual deals with **Volunteer and Guest Recruiting Best Practices** and can also be downloaded from this link. <http://mykairos.org/docs/recruit/bestpractices.pdf>

The **BLUE** Tab in the manual deals with **Advisory Council Volunteer Resource Building** and can also be downloaded from this link. <http://mykairos.org/docs/recruit/resourcebuilding.pdf>

The **YELLOW** Tab in the manual deals with **Kairos Outreach 2 Program and Presentation Guide** and can also be downloaded from this link. <http://mykairos.org/docs/recruit/presentationguide.pdf>

The **GREEN** Tab in the manual deals with **Kairos Resource Recruiting** and can also be downloaded from this link. <http://mykairos.org/docs/recruit/recruitingtherecruiters.ppt> and it is a Power Point Presentation.

The **PURPLE** Tab in the manual deals has an Interest Card to hand out to prospective volunteers after a presentation is made and can also be downloaded from this link. <http://mykairos.org/docs/recruit/interestcard.pdf> there is also the current Kairos Prison Ministry Mailing Brochure that is in Microsoft Word format for editing to suit your units needs and times and it can be downloaded at. http://mykairos.org/docs/recruit/outreach_mailing_brochure.doc plus a few other forms that help the AC keep track of their recruiting efforts. The latest Kairos Recruiting DVD was also included in the manual. (AC's see your State Rep or Outreach Coord. Who attended the meeting for the Manual). I'll give you a statistic that I heard last night that scares me, that if your inside team is struggling in the low 30's for inside team members you are a dying ministry and you will have difficulties in keeping that ministry alive. You will be struggling to have enough people to keep the ministry renewed with new volunteers, but if each member of that team brought in just one new member each weekend, you would have to schedule which weekend you could serve on. I'll tell you a story about two AC's, they are both called to do God's work, they are both presenting Christ to the candidates, and they are inspired and motivated. The first council struggles with team members about 30-32 they are having trouble with members being burned out. The second AC has plenty of first time team members, they have more than they know what to do with, they have leaders three years ahead of time, and is thinking about opening a new unit. They both have a passion to serve Christ, one is burning out and the other is thriving what is the difference. There is a unit here in Texas about ten or twelve years ago, that was a strong community they had lots of volunteers, lots of resources, but they were shutdown once on a weekend and you can imagine how devastating that is. They got to thinking we've got a team we've got money were ready for the next weekend, we don't have to do a thing for the next weekend and that is exactly what they did and every since that time they have had trouble raising funds, finding team members, raising up leaders, for ten years they have struggled it goes to show you what will happen when you take your eyes off the prize for just one fleeting moment. So how do we tell God's story, harvest the fruit, we start by planting the seeds, that involves the raising of the awareness in an entire community, Christian, DOC and civic all types. Then we will talk about the harvesting of the fruit which is us going out and telling the story to get the information and what to do with it when we get it. On planting the seeds something that mainly involves KPMI and the State Chapter, but it is just not limited to them there are newspapers out there dying for news, TV and Radio that have to do public service announcements, what an opportunity for us to be able to use those tools to get the message out. For a complete description of this presentation refer back to the **Kairos Resource Recruiting Power Point Presentation** that can be downloaded from this link. <http://mykairos.org/docs/recruit/recruitingtherecruiters.ppt>. David demonstrates a presentation to show how it works.

NEW STARTS COMMITTEE

David Savage

David (Due to the length of the Outreach Presentation there was little time for committee reports therefore all but the New Starts Committees did not make a presentation), however the New Start Committee met at lunch and reviewed where KO-Central Texas was at, they are about 13 months out for their 1st weekend (Oct 2012). The Lockhart Unit Kairos Inside is going ahead with their Ad Hoc Committee in hopes of having their first weekend in the March of 2012. A new proposal was presented for **KO East Texas** to be located in **Tyler, Tx**. Their Ad Hoc Committee has been formed and they were looking for approval from the committee for formation and approval to move forward, it was approved by committee. David then presented the KOET proposal to the entire State Chapter attendees and asked that this new KO be considered to be approved. Which it was moved on and seconded and unanimously voted to go forward in their formation. Only with the caution of possibly setting the date from Sept 2012 to Spring of 2013 for their 1st weekend. So that means we now have a **NEW** Ministry in East Texas, **KAIROS OUTSIDE** of **EAST TEXAS**.

STATE CHAIRPERSON:**Bill Salser**

Bill: had samples of the **NEW** Kairos Inside Cross (pewter metal) to hand out and a letter from the Religious Practices Committee signed by Chaplain Bill Pierce along with approval by Brad Livingston Exec. Director of TDCJ, confirming that these were approved for use. I suggest if you are trying to get these approved that you take one of these samples and the letter to your chaplain and show it to them and explain that this has been approved and if they have any reservations or objections to it to have them call Chaplain Bill Pierce or if that doesn't work have your AC Chair give him a call and see if they can come to agreement over it, I'm sure they will see his way and approve it. This has been approved by the Religious Practices Committee and that pretty much means it is the one we will use. Please remember also we have an directive from John Thompson that we are to include a copy of the Crossroads Bible Institute Application form http://www.mykairos.org/docs/kpmi/crossroad_inmate_enrollment_form.pdf in our closing packages to give to the candidates, and he suggests that you go to our chaplains and let them know we are including that in our packages. Be sure to get your AC meetings in to Jim Irwin and a list of your new officers to Julie so that the KOT Master List can be updated.

STATE VICE-CHAIRPERSON:**Jim Irwin**

Vice-Chair Jim Irwin handed out copies of the periodic reports to the State Reps, with all due dates for periodic reports and required documents that need to be sent in to State Leaders and responsible parties. We have been doing real good in the first half of the year with the AC's filing copies of their meeting minutes with me, but we seem to have slacked off in the second half of the year. It is a requirement that the AC Minutes be sent to the KOT Vice Chair within two weeks after the AC meeting. If you will look at the copies of the Periodic Reports chart that I passed out on there it is timeline for every thing that needs to be communicated to the Executive committee. My email address is on the Master List, and if you don't have a copy of it, my email address is jirwinjr@satx.rr.com please have your AC Sec. put me on the email distribution list for their unit and these can be draft copies that you send to me rather than waiting till the next meeting when they are approved. The Periodic Reports chart can also be found and downloaded from the KOT website: <http://kairostexas.org/documents/KOTPeriodicReports.xls>. It shows that the budget forecast for your unit is due by Dec. 31, 2011 be sure to get those together and sent to Bob Cole by then. The ACOP is available to be downloaded at the <http://www.mykairos.org/> website: <http://www.mykairos.org/docs/ac/acop.pdf> there is a form for reporting the old/new officers of the UC to the State Executive Committee: http://www.mykairos.org/docs/ac/ac_report.pdf and the Microsoft Word version is at: http://www.mykairos.org/docs/ac/ac_report.doc the Kairos Institutional Memorandum (our contract with our unit) is available at: http://www.mykairos.org/docs/ac/institutional_memorandum.pdf is due by February 28, 2012.

STATE CHAIRPERSON:**Bill Salser**

Bill: Wrapped things up with a few final comments, we will have a State Affiliation agreement that we will be signing on the January 14th meeting next year. We are supposed to be signing our Unit Affiliation Agreements on a yearly basis. We need to focus on our Excellence Initiative reports, and your leader reports, out of 40 units in Texas we received 21 reports in Texas which is not very good, but KPMI only received 37 of the 37 Texas submitted 21, there are 356 units reporting to KPMI, we provided more than anyone else but we need to be doing our part and getting all units to report. If the chaplain decides they do not want to submit a new Unit Affiliation Agreements for the year to the warden then we need to get a reason why, let me know what it is and we will try to work it out with the chaplain and the warden.

The Minutes from the Chapter meeting in July needed to be approved a motion was made and they were accepted as presented.

This meeting was adjourned at 3:30 pm. MEETING CLOSED WITH "IN THIS ROOM"

NEXT MEETING: JANUARY 14TH, 2012

SAME LOCATION as today's meeting:

**HILL COUNTRY BIBLE CHURCH; 12124 RANCH ROAD 620 NORTH;
AUSTIN, TX 78750**

(Same accommodations for the hotel, Hampton Inn, Pecan Park Blvd)

**BE SURE TO CONTACT ROBERT ROBINSON WITH YOUR
RESERVATION NEEDS BY MID DECEMBER, HIS EMAIL ADDRESS IS
RROBINSON3870@SBCGLOBAL.NET**