

Kairos of Texas State Chapter Committee Meeting
Zoom Teleconference
July 11, 2020

State Chair: Ray Sims

Officers present: Ray Sims, Scott Baker, Steve Newton, Bob Crane, Teddy Carson, Marcia Wiseman, Tom Barnes, Dickson de la Haye, Debbie Van Pelt and five International Council Representatives: Julie Cole, Red Gilbert, John Osborne, Driskoll Tubbs and Joaquin Ytuarte.

KPMI Board members present: Robert Kimmel and Larry “Buck” Rodgers

Committee Chairs present: Cheryl Glasgow, Roger Harbert, Bettye Keefer and David Mosser

Guest present: Lisa Harbert to facilitate our first Zoom State Chapter Committee Meeting

AC’s not represented: Amarillo Torch, Beto, Boyd, Clements, Dalhart, Ellis, Hilltop, Jordan, KO Abilene, KO Corpus Christi, KO Midland, Lynaugh, Montford, Robertson, Smith, Stevenson and Telford.

Minutes

Ray Sims called the meeting to order at 8:00 a.m. and welcomed all attendees to the first KOT State Chapter Committee Meeting conducted via Zoom technology. He additionally thanked Roger and Lisa Harbert for organizing the Zoom Meeting noting that the technology is assisting our ministry and allowing us to stay on the “front burner” regardless of what Satan is throwing at us. Lisa Harbert instructed all on Zoom etiquette including muting devices except when talking, the “Chat” features, and hand raising in order to be recognized for a question.

Ray then asked Pastor Mosser to open our Meeting.

Pastor David Mosser – Opening Prayer and Devotional

Prayer: Oh God, we offer our prayers for the healing of this world, for the healing of its many wounds, for those who have no leisure, for people enslaved by addictions, for those confronted with temptations. And we pray for the church, both in North America and around the world. Use our hands to do your work in your creation and use our lives. We pray this in Jesus’ name. Amen

Devotional: I’d like to begin this morning with a story that goes back to another very troubled time in the United States’ history. Ray Budick was a pilot who lived in Honolulu. One Sunday he took his plane up for a ride early on the morning of December 7, 1941. That was the day that the Japanese made an aerial assault on the United States in Pearl Harbor. Through the smoke he recognized that there were a number of Japanese Zero’s all bearing down on him. Miraculously for Budick, he was able to land his plane safely in the midst of one of the biggest attacks in history and live to tell the tale. In so doing, he became the first American to engage the Japanese in the conflict, although inadvertently.

When we have tragedies like Pearl Harbor, we make many lists, such as how many casualties there were, which was 2,402. In Kairos you make lots of lists such as how many people do Kairos Inside, Kairos Outside and Torch. Lists are really important, and the Bible is full of them as well. It is important to be on certain lists, and it is important to protect the integrity of those lists.

I want to read a little piece of scripture this morning to give you a taste of what Paul writes about in Romans 16. Paul says “I commend to you our sister Phoebe..., Greet Priscilla..., Greet Aquila..., etc.”

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This goes on for 27 verses! And the thing you might ask is, who are these people on this “list”, and why is this important? This is important because this is the last chapter of the last book Paul wrote before he died. So why did Paul write this? Paul was very intelligent and determined. Secondly, Paul was well-traveled and planted many churches. He was a very prolific writer and authored more books of the Bible than anyone else.

Secondly, he was like a walking seminary. He would take people under his wing like Barnabas, Lydia, Cyrus, Timothy and Mark, to name a few. He trained them to be Pastors and then he would plant them around in new churches.

And finally, he was the church’s first theologian and its first ethicist. Jesus taught Paul many things and shared many stories. So why, as important and significant as Paul was, did he spend some of his last moments talking about a long list of names when giving his farewell address to the church? It was because these were people he had ministered to and people who had ministered to him.

So in all we do in Kairos, whether we have ministered to other people, or they have ministered to us, these are the most important things that we can hold on to and ask the Lord to bless.

Let us Pray: Great and wonderful God, we praise you and thank you for the gift of renewal in Jesus Christ. You make all things new and we offer up prayer for the renewal of our world and all of its wounds. We say, “Thank you in the name of our Lord, Jesus Christ”. Amen

Scott Baker – Substitute Secretary for Joy Drady

Roll Call was performed with those AC’s not present listed on page 1 of these Notes.

Approval of the Minutes of our January 11, 2020 KOT State Chapter Committee Meeting in Austin. The Minutes had previously been emailed for review. Are there any questions or corrections required? There being none, Debbie Van Pelt made a Motion to accept them as submitted. Chuck Ockrassa seconded, and the Motion was unanimously passed.

Ray Sims – State Chair Comments

- “It appears that we have about 67 present and, under the circumstances, I will take it.”
- “The meeting we are having today was going to be conducted as a hybrid meeting in San Antonio with the Executive Committee meeting in person and the rest of the State Representatives joining in by Zoom. It did not get to happen because the Mayor of San Antonio declared a stay at home alert. So we shut down the meeting in San Antonio for safety reasons. Thanks to Lisa Harbert, we are having this meeting via Zoom. Thank you, Lisa and Roger, for making this possible.”
- About 3 weeks ago, Ray spoke with Chaplain Brouwer, who is the TDCJ Assistant Director of Chaplaincy, and asked him if he thought we would be back in the Units in the Fall. The Chaplain’s answer was “No”, he could not see TDCJ opening up that quickly. The Chaplain and Ray agreed to revisit that same question again in August. So, in early August Ray will revisit the question. That is the timeframe when we are aggressively preparing for our Fall Weekends. So if the Chaplain again does not see TDCJ allowing us to come in for a Kairos Weekend, Ray’s advice will be that we officially postpone our Fall Weekends and begin focusing on next Spring. There is one exception to this and that is news heard from Jack Erb at Torres the week after speaking with Chaplain Brouwer. Jack advised that there is a 2-day Retreat scheduled in October, that it had been vetted, and the Unit

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is happy to have Kairos in. "If that happens, Praise God." But Governor Greg Abbott, on March 9, proclaimed that TDCJ was shut down and that it would only be re-opened with his Executive Order. So, if there are exceptions that are approved, such as a 2-day Retreat, Ray will not get in the way. His advice, however, will be to scrap plans for a Fall Weekend and focus on the Spring. Note that cancelling the Weekend will require the AC writing a note to Ray and to Julie Cole explaining their plans. Julie will then remove the Weekend from the KOT Master List and have it removed from the KPMI Kalender.

- If there is going to be any activity this Fall, Ray believes it will be with Kairos Outside. Four AC's, namely KO Amarillo, KO Houston, KO Lubbock and KO Midland, have all expressed that they are going to try to have Weekends and are making plans. So far, Texas is saying "Yes", the local governments are saying "Yes", and nothing would be conducted in the Houston city limits as Houston is shutting things down. There is an Amarillo Torch Weekend still on the books, but it is doubtful that the facility will be ready to accommodate Kairos activities.
- Criteria that must be met for opening: (Note that these were emailed to all AC's and another copy is attached to these Minutes.) Reference the document titled "Board of Directors Criteria for Reopening Kairos Prison Ministry International" and the 4 step process:
 1. Permission: The State and local governments must be in alignment and the facility must be open to us
 2. Invitation: Correctional facilities must be inviting Kairos to come in
 3. Compliance: All state and local government and DOC or DJJ guidelines must be followed while inside the Unit. There is a link for the specific guidelines for KI, for KO and for Torch activities on the attachment.
 4. Choice: Most importantly, each volunteer must be willing, without pressure, to enter the facility.
- Additionally re opening, Ray noted that we have a new Health document titled "Kairos Prison Ministry International Volunteer Health Requirements". This is a document that has been emailed to all AC's and will be attached to these Minutes. This form needs to be signed by every Kairos Volunteer and every outside guest. And the local AC's are required to maintain these records for two years. Signing this form is mandatory for anyone who wants to participate in any activities, including Prayer and Share.
- On a separate attachment emailed to every AC, and a copy of which will be attached to these Minutes, is a "Sample Email Request to Restart Kairos Activities". Each AC needs to use this guide and submit a specific request, to Ray, for restarting any face-to-face Kairos activities.

Steve Newton - Finance Report / Audit Results: (Attached are the documents Steve utilized including 1. KOT Financial Summary with redacted results of the KPMI 2019 Audit, 2. May 2020 P&L Statement, and 3. May 31, 2020 Balance Sheet, all of which were emailed before the Meeting.)

Steve explained how the KPMI audit process works. For Texas, they randomly select each year 15 AC's, plus KOT, to spot audit for a total of 16 audits. They look at Receipts and Checks (Disbursements). KPMI then randomly selects 5 Receipts and 5 Disbursements associated with the books of the 15 AC's and KOT. KO Midland and Segovia came out perfect! (Give their Financial Secretary a super-sized hamburger, fries and Coke!) Estelle, Hightower and Murray get honorable mentions as they were not very far behind, although not 100% compliant. The other 10 need some work. Overall, 25% of the Receipts and 63% of the Disbursements audits failed. This is a little bit better than 2019, but we still have room to improve. Steve advised that the results of the surveys for the past two years indicate that about 1/3 of our transaction are failing the audit. The results have been sent to the AC Chairs, the Financial Secretaries, and the Treasurers of each of the 15 AC's to use as a teaching tool for getting better.

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In the Financial training following this meeting, the findings of the audit will be reviewed. The single biggest issue cited related to official electronic signatures. We have since looked at a series of electronic signature options and were not satisfied with the results of any. A fool-proof method, and the way 95% of the AC's do it, is they print the document, sign it, and then scan it. Alternatively, you can get a pdf package that allows you to scan your actual signature, and then apply it to a document. That is the way Steve is going to do it going forward. But either method is satisfactory.

Re P&L, the bad news is that, with Covid, our Contributions fell 45%. The good news is that our expenses fell 62%. The major changes are flagged on the P&L for ready reference.

On the Balance Sheet, as of May 31, we have:

- 15 AC's with less than \$5,000 in their Checking Account
- 16 AC's have between \$5,000 and \$10,000
- 32 AC's have over \$10,000

In the KOT Checking Account, we have over \$105,000 in unrestricted funds.

You can see that Huntsville has the most money (\$30,000) in their checking account. On the other end of the scale, KOCT has around \$700 in their checking account. There is a great deal of disparity. In summary, we have an aggregate of \$862,000 in our checking accounts. Accordingly, we should NEVER cancel a Weekend for lack of funds.

The question was asked how much money we blessed KPMI with in support of Covid-19 issues. Steve noted it was approximately \$21,000 above the Affiliation Fees.

Bob Crane - Treasurer's Report

- Have a \$130,000 Bank Balance
- Bob appreciates everyone's timely delivery of the quarterly fees.
- Bob also appreciates the patience he is receiving with the banking changes. It is a painful process during a Covid pandemic.
- Bob is working on being able to get Wells Fargo "Deposit Cards" so that funds could be deposited electronically. There would be no possibility of making withdrawals.

Kairos Outside Report – Teddy Carson

- Kairos Outside has conducted 2 Weekends so far in 2020 (Abilene and Central Texas).
- All 12 KO's were planning to have a Weekend, but as of now, only 4 more KO's (Amarillo, Houston, Lubbock and Midland) are planning to conduct a Weekend this year.
- With Covid, KO is experiencing many of the same issues as KI, but do not have TDCJ issues to work around.
- Gina Brockmeyer at KPMI has been very supportive of getting KO active. For example, she has relaxed the requirements for the number of Guests that must be confirmed 30 days out. (Normally 24 but is temporarily reduced to 12.)
- Have reviewed with all KO AC Chairs the requirements for reopening.

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- Please be in prayer for the KO Weekends coming up. We have some amazing Leaders, but we have some critical issues to address to make sure the Weekends are safe.
- Fundraising is definitely suffering as a result of Covid. Garage sales and face-to-face meetings have been difficult. You noticed from Steve Newton's Bank Balance review that the AC with the least checking balance is a KO AC. So please keep KO in your prayers and in your inter-ministry blessing plans.
- During Covid, we are using the time to update our knowledge and use of Messenger and Ezra.
- All AC members now have a Kairos Messenger Password issued to them.
- KO has started a shepherding program to support all 12 AC's in order to encourage and provide advice and support. We have 3 volunteers who have each been assigned 4 AC's to call, text, email, join AC Meetings virtually, and let them know they have support.
- We have hosted collaborative calls to help review the ACOP requirements for 7 positions. Steve Newton has handled Financial and Bob Crane has handled Treasurer responsibilities. These have been very well received and we plan to continue with this in the future.

Kairos Inside Report – Debbie Van Pelt

- The TDCJ Pandemic environment is real
- TDCJ has confirmed 84 Deaths due to the virus so is concerned about introducing outsiders to the facilities.
- The inmates are living in harsher conditions than normal and are further separated from their families with no visitations. So letter writing, either by post or by JPay, is very much appreciated in support of our Continuing Ministry.
- Keep the residents in your prayers.
- We have had 7 KI Weekends so far this year.
- Dickson noted that David Pena, who was involved with Kairos as a volunteer, has recently passed from Covid-19. Ed Keefer noted that David's wife needs to be kept in our prayers as well since she is also now hospitalized for Covid. Ray noted that Bettye Keefer (ewkeefe@yahoo.com) maintains the database of Kairos volunteers who have passed, and she forwards the list of those who have passed in the last year to KPMI for their annual Memorial service at the Annual Conference. So if you know of others, please keep Bettye informed. Secondly, Ed Keefer noted that Bettye issues a sympathy card to every family following a volunteer's death.

Kairos Torch Report – Marcia Wiseman

- Amarillo Torch
 - Has a Weekend scheduled this October, but we do not expect it to go forward.
- Katy Torch
 - No Weekends are planned in 2020 because the Torch AKT training was cancelled due to the pandemic in both Amarillo and Jacksonville.
 - 3 Katy volunteers are scheduled for AKT training in Waxahachie in November.

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- Zoom AC Meetings are being conducted monthly
- Have plans for Outreach and Recruiting Meetings

Kairos Torch Expansion – Dickson de la Haye

- The Governor's Office has asked Kairos to get involved in Juvenile Detention Department facilities
- TJJD (Texas Juvenile Justice Department) is eager to get Kairos in their facilities due to the Torch mentoring model.
- Initial activities are focused on the Giddings facility located about an hour East of Austin and an hour West of Houston.
- The facility leadership is extremely receptive.
- Some initial prep work is in progress.
- The current challenge is Health and Safety with Covid. They have not yet had any cases, but visitor entry is in a holding pattern.
- The plan is not to recruit from KI Units but rather to recruit new volunteers. KI members are welcome, but it is very different from KI and the time requirements are great as mentoring is part of the program.

Driskoll Tubbs – International Council Report

- This year the Annual Conference will be virtual. The Conference will take place from July 23 through 25, with business meetings taking place on July 23 and 24. On Friday evening, July 24, the Annual Conference will start for the Volunteers with a General Session at 6:00p.m. CDT via Facebook. All are welcome to attend, and the General Sessions are always great. Reservations are not required and further information concerning program times can be found on mykairos.org.
- There will be 4 sets of Workshop timeslots on Saturday, July 25, with 3 simultaneous Workshops each, for a total of 12 Workshops. Workshop access is by reservation only as the technology limits us to 3,000 people online at a time for each of the Workshops. So sign up now at mykairos.org!

Joaquin Ytuarte – International Council Report

- Joaquin added that further Annual Conference information is being emailed this week.

Red Gilbert – International Council Report

- Red reported that he is in his first year as an IC Representative and that, due to Covid, they have not yet had a meeting this year.

Julie Cole – International Council Report

- Julie reported that she is also in her first year as an IC Representative and that, due to Covid, their group has not yet had a meeting this year either.
- The big thing coming up for the IC Reps during the Annual Conference is the vote for the new Board of Directors. David Ross, the KOT State Rep for Allred is one of the candidates.

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- On a separate track, Julie keeps the KOT Master List. So as Weekends are cancelled in 2020 and re-scheduled for next Spring, please advise Julie AND include information about the new date and who the Weekend Leader will be.

John Osborne – International Council Report

- John reported that he has been assigned to the Outreach and Recruiting Committee. They will be working to:
 - Update the Kairos Story boards
 - Update the Presentation Kit
 - Expand the Best practices
 - Develop Outreach Training Courses

KPMI Board Report – “Buck” Rodgers

- Annual Conference this year will be very different being the first time it has been done virtually. The staff has been working very hard, but please keep them and the Conference in your prayers.
- Sign up for the virtual Annual Conference Workshops at mykairos.org. They are limited and registration is required.
- Next year’s Annual Conference is being planned in-person in Kentucky.
- We will have 5 new Board Members elected this year, which is the most “Buck” has ever seen, so please keep them in your prayers
- This is a critical time for non-profits. Please pray for the KPMI staff.
- We currently have AKT going on in Huntsville and Florida this week as well as train-the-trainer training.
- KPMI is continuing to grow and we may be announcing a new State shortly.
- There is a new Covid document that Evelyn has had posted on mykairos.org.
- There is also a racial injustice document that should be posted on the same site that we should consider reading.

KPMI Board Report - Robert Kimmel

- We are encouraging everyone to join in the prayer sessions that KPMI has every morning, mid-day and in the evening.
- The development of Guidelines for re-opening Kairos has consumed a lot of time. And a lot of the people in prison are young. We worry about them less than we do the volunteers who are actually more susceptible.
- It is easy for people to lose their focus for Kairos during this Covid delay. Please pray and stay connected.
- The list of Board candidates is very strong and Robert feels good about the strength the Board will be getting, regardless of which candidates they choose.

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- The staff at KPMI has been putting a lot of effort into this Annual Conference, and we hope that many people who have never been to an Annual Conference will tune in and get a flavor of what the Conferences can offer so that they might be encouraged to attend the next Annual Conference in-person in Kentucky.

Chair Comments – Ray Sims

- We will be looking at starting the annual voting cycle with a Workshop in August.
- Thanks again to Lisa and Roger for all of their efforts in putting this on, and thanks to all for your participation
- It is very easy in these times to put Kairos on the back burner and let it slip off the grid. Continue to Meet as an AC. Come together at least on a bi-monthly basis to talk about your issues and where you want to go. That will keep the ministry we love on the front burner.

Closing Prayer – Pastor David Mosser

Gracious God dismiss us into your Kingdom and make us Kingdom builders through your spirit which is given to us in Jesus Christ, in whose name we pray. Amen

Ray Sims

Our next meeting is October 10, and hopefully in Austin. God Bless all of you and thank you for your time.