

KAIROS

July 2017

www.kairostexas.org

Issue 32

First of all, if you haven't told your Financial Secretary or Treasurer how much you appreciate their dedication and efforts to make your AC, KOT and Kairos compliant with KPMI's Policies and Practices, please do so each time you see them.

For 2016, McDirmit Davis, Certified Public Accounts and Advisors, asked for information from 15 randomly selected AC units. Each AC was asked to provide a selection of 5 deposits and 5 disbursements. In most cases, two additional subsequent deposits for January 2017 were requested.

Per Julie Collins, "They complete the Excel worksheets as they review the documents so our ACs know what *passed* and what did *not pass*. This does not mean that the state "failed the audit" but rather the more complete testing needed to be completed. Kairos as a whole passed the audit because we could prove deposits and disbursements matched the bank statements. However, they gave us pointers for improving our paperwork."

"It is fair to note that should there be repetitive items on "Significant Deficiencies" or "Material Weaknesses" that these pose a great threat to the result of the audit. This rationale is why we must seek to improve in our paperwork in all areas."

Two of our AC Units, did not have any deficiencies on any of their files that they turned in for audit.

Two of Kairos of Texas Units refuted a couple of the auditor's notes that either documentation was not provided or some of the documentation was not provided, where indeed the information was provided. From the documentation that I reviewed from each of the AC's, and, yes there is room for improvement, and in some cases the documentation was missing on one or two of the cash disbursements or deposits, but not in every case for all documents from any one AC Unit.

The following are the documents that are required for each type of transaction that each AC must generate to have a successful audit:

John Osborne Financial Secretary



1. Inter-Ministry Transaction: a) a copy of the Inter-Ministry Invoice from KPMI. b) a copy of the Inter-Ministry Payment receipt from Intuit. c) not Necessary but highly recommended, a CDV with both the Financial Secretary and Treasurer's signatures, it lets the Treasurer know that funds have been disbursed from the bank account. Note the Financial Secretary can make these fund transfers to KPMI via Intuit.
2. All Reimbursements must have either a Check Request with all receipts attached or an Invoice directly from the vendor with appropriate approving signatures.
3. The Treasurers must sign all Cash Disbursement Vouchers and make copies of signed checks before they are sent out in the mail.
4. All deposits are to have a Cash Receipts Log, with the signatures of the two (2) counters. The Treasurer must have and supply the AC's Financial Secretary with duplicate deposit slips; a Bank receipt from the bank; copy of all checks. **Each deposit should be sent to the Financial Secretary on a day to day basis, not waiting until after the Treasurer receives the Bank Statement at the end of the month.** The Financial Secretary should, after entering each deposit into Donor, generate the Donor deposit slip.

Important websites:

Kairos of Texas: www.kairostexas.org

KPMI: www.mykairos.org

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Briscoe Kairos #34



L to R - Derrick White,
Dwayne, Red Gilbert,
David Duncan,
Jason Cole,
Joaquin Ytuarte
Front - Marco Perez

Never could I have imagined what God had in store on this journey I undertook as I was sitting in a HOT gym in the Torres Unit in what is called God's Country (Hondo, Texas).

It was September 2006 and Kairos #14 was in full swing when I got word that my favorite uncle had passed. I came back that morning to sit with my table family of St. James and no one there knew I had gotten bad news. I sat there not knowing if I should stay or opt out and go back to my cell and wallow in my depression. For you see I had a mountain of bad news all within a short timeframe, Although I had asked to be moved to the Torres Unit in order to be close to my family, things were not at all good in my life at that point. And funny thing was that I had only asked God if he was for real, to move me to the Torres Unit and there I was in the Torres Unit...God sure had a plan or something up his sleeve. For you see I had known of God because of my Mom who served in a women's prison ministry herself when I was a teenager (I always asked why do you go there? why do spend time with them and not with us?) What I did not know was that she was sowing seeds for when I got to prison myself; not that I was a bad kid or getting into trouble whatsoever; but sometimes choices and circumstances bring you there.

To speed things up a bit we were at the closing (Kairos #14 Torres Unit) and Pee Wee (James Myart) was the fourth day speaker and God used him to speak volumes to me about standing fast, searching, tired of the same ole junk and wanting a change for the best. I always remember what he said that day! **"If no one else will be at your side please know that Jesus will be there in the end no matter what!" and if you need someone right now to be there I'm here with you!** If you have never been in prison, then perhaps that in it of itself does not mean much to you; but when you are in prison (prison doesn't have to be in a secure environment but you can be held captive by your own mind) and are surrounded by hundreds of men, and yet you still feel all alone. I wanted to share that message to all the other guys in rec yard, dorms and cell blocks. I was not sure how I could do that, but I looked up that afternoon and said okay, and made a deal with God. Whatever door you open I'll walk through it! Man, little did I know what kind of deal that meant. Since that deal was made with God, He has kept opening door after door for me to walk through. I can only share a couple of things on here with you because with word count I was given. First the relationships with my family and my WIFE were restored (Joel 2:25). Second, once I got home I got a job working

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PROPHECY

In the Old Testament, more than 300 prophecies exist which were specifically fulfilled by Jesus Christ as recorded in the New Testament. In his book, *Science Speaks*, mathematician Peter Stoner calculated the mathematical probability of one person fulfilling only just 8 these over 300 prophecies. This probability is just 1 in 10 to the 17th power, or 1 in 100,000,000,000,000,000.

But INCREDIBLY..... Jesus Christ fulfilled OVER 330 prophecies!! He indeed is God! Let's look at just a few of them now.

Old Testament Prophecy

New Testament Fulfillment

Would be Born of a virgin: Isaiah 7:14

Matthew 1 : 21-23

Would be born in Bethlehem: Micah 5:2

Matthew 2 : 1; Luke 2 : 4-7

Would enter Jerusalem as a king on a donkey: Zechariah 9:9

Matthew 21 : 4-9

Would die a humiliating death: Psalm 22; Isa. 53

Matthew 27:29-50

Would suffer rejection: Isaiah 53:3

John 1 : 10-11; 7 : 5, 48

Would be betrayed by a friend: Psalm 41:9

Luke 22 : 3-4; John 13:18

Would be sold for 30 pieces of silver: Zechariah 11 : 12

Matthew 26 : 14-15

Would be silent before His accusers: Isaiah 53:7

Matthew 27 : 12-14

Would be mocked: Psalm 22:7-8

Matthew 27 : 31

Would be beaten: Isaiah 52:14

Matthew 27 : 26

Would be spit upon: Isaiah 50:6

Matthew 27 : 30

Would be pierced through His hands and feet: Psalm 22:1

Matthew 27 : 31

Would be crucified with thieves: Isaiah 53:12

Matthew 27 : 38

Would be praying for His persecutors: Isaiah 53:12

Luke 23 : 34

Would be pierced in His side: Zechariah 12:10

John 19 : 34

Would be given gall and vinegar to drink: Psalm 69 :

Matthew 27 : 34

Would have no broken bones: Psalm 34:20

John 19 : 32-36

Would be buried in a rich man's tomb: Isaiah 53:9

Matthew 27 : 57-60

Would rise from the dead: Psalm 16:10

Mark 16 : 6; Acts 2 : 31

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Kairos Torres #36 - Brad McMurray

Dear Kairos Brothers and Sisters: “WOW! – Weekend #36 was an incredible experience. I can now say with absolute confidence that I have experienced the Holy Spirit moving in an incredible way.” I think this statement captures what many felt during Torres Weekend #36 after so many laid down their colors (quit their gang) and professed a saving faith in our Lord Jesus Christ. It really was amazing to see the true faith demonstrated by the first man who stepped forth in faith in spite of the seven other members from his gang being in the room. A gang, I might add that lives by “blood in; blood out”, which means those who leave the gang are marked for death. This man had no idea that six of the seven members of his gang present would follow his example, along with many others from other gangs, and stand up publically for Jesus and the true forgiveness and love He offers all. As we all began to realize that the Holy Spirit was moving in a mighty way, I noticed that I was “observing” from behind the St. Elsewhere leadership table and decided I needed to be closer. However, as the Inside Coordinator, regardless of my desire to hug everyone, I hadn't had the same interaction with the participants as those Team members at the tables and more importantly I hadn't walked a mile in the shoes of these Medium Security Brothers in White as the Servants had. So I got closer but without forcing myself in the midst of everything. In this location, I was close to many Servants and without thinking I reached out for a Brother in White that I do have a relationship with resulting from participating in Prayer & Share, 2nd Saturdays, and other Weekends. He and I embraced and I began to weep uncontrollably as so much held in for so long was released. As I wept, my Brother prayed aloud “Thank you Father, Praise to You Father” over and over. I still weep as I remember this incredible moment and the sound of a gifted Brother in White singing “There is Power in the Name of Jesus... To Break Every Chain... There's an Army Rising Up... To Break Every Chain.” I believe part of the reason for my weeping was the shame I felt for my lack of true consistent commitment to my Lord Jesus Christ. Unfortunately I too often let the “cares of this world” choke off the leading of the Lord. To better understand why, in the midst of a sacrificial Kairos Weekend, I recognized my lack of commitment, I must share something that happened earlier in the day.

I have been truly blessed by my time with the Brothers in White at Prayer & Share, etc. and have grown closer to a number of men. One in particular had shared about getting married and now having a step son – all things he had prayed for. He had been considered for parole and instead of an immediate “no” there were questions and a delayed response. Happily, he shared with me on the Weekend that he had received notice that he would be paroled. I was ecstatic because he was getting out and now had a wife and child, a supportive extended family, a job, and most importantly a true relationship with Jesus Christ. He's gonna make it! I found Wayne and expected to celebrate the news with him but when I asked him about it he said it was bittersweet. This puzzled me but as Wayne shared that parole meant he would be transferred to another unit to participate in the release program for six months prior to being transferred to a release facility; I realized this Brother would be leaving his Christian Community. I was saddened to learn that the transfer to another unit is not something that is planned. Instead, when there is room on a bus that travels in the early morning, a phone call will be made and this man will be woken up at 2 or 3 am and told to gather his things before leaving immediately after - no goodbyes, no nothing. Wayne said there is just one less person at Chow the next day.

I began to understand that he was saying his goodbyes now...not ideal but better than not being able to say them at all. I began to think about how that must feel. On the one hand, to be so excited about how the Lord has blessed you and all the incredible possibilities ahead of you, while on the other hand to have to leave the Christian Community that has supported you during the darkest time of your life. The community composed of Brothers who have stood behind you in a harsh and violent world, cried with you, laughed with you, grown with you, frustrated you, forgiven you...it broke my heart. It also made me feel ashamed because while I can't help but feel the true community inside Torres, I don't feel this at my own church. Please don't hear me say that my church is lacking because the Holy Spirit is moving there but to my knowledge, not in the same way the Spirit is moving at Torres. I have thought about this a great deal and have come to the

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Rules in Indiana Also Apply Here

Volunteers, Good morning!

Recently the Department of Correction has terminated several volunteers, some of them with years of experience, for giving money to offenders through the JPay system. In total, these volunteers lost several thousand dollars in a short amount of time. We believe these are isolated problems, but want to be proactive in protecting you and all of our volunteers.

Please remember that there is never a reason for giving money, or any other goods/services to an offender or his/her family. Don't forget your training on offender manipulation, and the basic formula of:

**TIME + EXPOSURE = OPPORTUNITY FOR
MANIPULATION**

If an offender asks you to send money, carry a message, contact family or otherwise go beyond the scope of your volunteer duties, please notify staff. Manipulation typically begins with an offender fishing for a victim by making simple requests, but escalates to larger demands once the hook is set.

Please look out for one another and don't hesitate to ask your community involvement coordinator, chaplain or any other staff for guidance and help.

The relationship between volunteers and offenders is predominantly positive. Not only do offenders and the facility benefit greatly from this relationship but often the volunteers experience the same positive effects. However, due to the nature of a correctional environment, it is the responsibility of everyone involved to maintain very strict boundaries to ensure a safety and secure environment.

The Indiana Department of Correction takes a firm stance prohibiting fraternization. For the purposes of a correctional environment, fraternization is defined as relationships with offenders that go beyond the normal scope of the role of a volunteer. The purpose is to avoid potential conflicts of interest or impairment of supervision and rehabilitation, and to provide humane and respectful treatment of offenders. The information below provides clarification about what fraternization means in a correctional environment.

Volunteers are prohibited from exchanging goods/services/funds with:

- Any incarcerated offender
- Any offender under the supervision of

probation/parole

Any family/friends/associates of an offender

A volunteer must not personally intercede or advocate on behalf of an offender regarding:

- facility discipline;
- programming;
- rules of supervision;
- employment;
- Parole, pardon, commutation or any

judicial matters.

Very clear boundaries should be respected and any contact that could appear to violate these conditions must be reported to the Community Involvement Coordinator. Communication is the best tool to prevent situations where you are overstepping your boundaries. If it is discovered after the fact, you may not be able to continue to serve at that facility.

If you discover that someone you know or are acquainted with becomes incarcerated or under probation/parole supervision (e.g. family member, mild acquaintances, former co-worker, a neighbor, family friend, etc.), report this to the Community Involvement Coordinator. Relationships must be evaluated to determine whether your continued volunteer service will pose a conflict of interest at any IDOC facilities.

Volunteers must not get involved in any way with an offender's family or friends.

Treat all offenders impartially; do not grant special privileges, considerations, contacts, etc. to any individual offender.

In order to maintain a professional relationship, offenders are required to address staff/volunteers by their title (Mr./Ms./Dr./Sgt./Officer) and last name.

Volunteers must not use first names or nicknames in addressing inmates; always use Mr./Ms. [last name].

Offenders must not be addressed by a title (Rev., Dr., etc.) Any questions regarding an offender relationship should be directed to the Community Involvement Coordinator. Constant and continuous communication with the Community Involvement Coordinator is your best defense to defuse compromising situations before they occur.

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When You Make a Mistake



**Barbara
Brooks-Shirley**

Many people today are beat down
Over mistakes past, lurking in the shadows.
Or maybe yours was very recent,
Buried. Hidden. So deep that no one knows.

There are three main steps you will need to take -
To stop the sadness and redefine God's peace.
Stop feeling depressed, defeated and unworthy!
Unpack that baggage and be released.

Number ONE is to ask for forgiveness.
That price has already been paid.
Your blurred perception of yesterday
Should be buried deep beneath a grave.

Number TWO, receive God's mercy.
As you do you will press ahead.
That mistake didn't change who you are to God.
His blood has already been shed.

Number THREE, move forward with your life!
As far as the east is from the west deeds are cast
You are still God's most prized possession
Don't keep remembering and reliving your past.

No matter what you may be facing today,
You can trust in God to see you through.
He will hold you in the palm of His hand,
With His love focused on you.

Like a waterwheel of divine love outpouring
The Trinity receives your devotion.
They will catch you and care for you.
You will be healed of every emotion.

If you're running, stop running!
If you're hurting, your Comforter is here.
If you're waiting, stop waiting...
Draw close – The Father, Son and Spirit are near.

Those lies of the enemy, are just that, lies!
Only drink from the Father's teacup.
To stop the devil from riding your back.
You must simply stand up!!!!

Continued from page 1 - John Osborne

5. Request for Cash Advance Form must be signed and approved by the Ac Chair before a check can be cut and disbursed. Also all Cash Advances must be cleared **no later than 30 days after the end of the weekend.**

You can go onto KPMI's website, under Downloads, Financial Policies and Practices under Practice 5.f. and these requirements will be spelled out and I have sent all Financial Secretaries examples of each type of financial transaction along with examples of each.

Note: All cash income and donations must be deposited in the bank and accounted for in full. No use of petty cash (Green Agape) or using cash for expenses without reporting it into income is misrepresentation of income and expenses, and is improper account for non-profit organizations.

Fixed Assets vs Weekend Supplies – Financial Policy
Generally, it is the policy of the ministry that “Consumables” items will be expensed at the time of purchase. If any large item(s) such as furniture, sound systems, computer systems, or other such one-time expenditures are purchased, they must be pre-approved by the KOT Executive, if any one item in the purchase has a purchase price of \$500 or more and by the KPMI Executive Director for single item of \$1,500 or more. All trailer purchases that cost more than \$5,000 must have KOT Executive Council and KPMI Executive Director and listed as fixed asset in the Chart of Accounts. All fixed assets remain the property of Kairos at all times. The AC's must keep a list of all fixed assets within their AC unit and annually submit a copy to the KOT's Financial Secretary for review before submitting to KPMI's National Controller. In the event of change of leadership, access to all fixed assets and supplies should be transferred to the next person taking the leadership role. This includes supplies, such as, pens, paper, and other consumable items as well as large fixed assets. All fixed assets and supplies are the property of Kairos and must be used for Kairos purposes only. The Unit AC Financial Secretary is responsible for ensuring the transfer of assets from one person to another in the organization.

We need to continue to educate on the financials policies and procedures that keep us in line of ECFA rules and IRS rules for non-profit management. We never want to compromise our ministry or our ethics in any way.

I want to thank you for your continued work and dedication to Kairos. Again I have seen great improvement and we need to stay on top of these items regularly.



as a government contractor going to into secure installations (Me a convicted felon, come on man, only God can do that). But here is the best part so far, I had been serving on the Briscoe Unit inside team when I was asked about leading an inside team. I asked for time to pray and talk with my wife since this would include her in it. I then called some of my brothers (who were in white with me) to ask for prayer and thoughts on such a thing. I knew that it could happen because of Paul Tankersly who was previous brother in white who led an inside team on the Torres Unit. After much prayer and thought I agreed to lead a weekend. The next 2 years the Enemy did everything he could to prevent us from serving on that weekend that was to come.

My wife and I went through many battles and trials, but we knew that God had given us the victory and we stuck to that. As the team began to take shape I reached out to several former brothers in white to ask about being on the team and serving in some capacity (I counted about 12 total who had agreed to serve). As time went on the enemy made things difficult for everyone around us. Our life group, friends, team members and family were all under huge attacks. I remember calling some clergy friends to pray for specific folks and others to pray for the team and their individual families. We were not going to give any room to the enemy to place a foot on our pathway.

We had tremendous support for the team from all over Texas and points beyond. It was time to go in and take back what the enemy had stolen and we were determined to share Jesus via the Listen, Listen, Love, Love mantra. We had a total of seven brothers who were white and two of them were clergy on the team. Here is something else that I need to mention. Nine volunteers (John Estes, Louie Esquivel, Al Talamantez, David Lee, Thomas Becker, Ed Keefer, Harry Kahl, Scott Cribley and George Bradley) that served on my Kairos Weekend (Kairos #14 in the Torres Unit) agreed to come serve along aside me as well. How awesome is that? We came in as servants and to be used as God saw fit.

As the weekend progressed you could see and feel the enemy trying to have his hand in this, but we prayed, prayed and the Holy spirit took off - Bam! The warfare was on and the Holy Spirit was doing its thing via the mantra, talks and one on one conversations. Of the ten talks assigned eight were given by someone who had been behind bars at one point or another. I wish I could share more of that but I can't and therefore I tell you that God was all over that place in a huge way. I was at St. Elsewhere thinking how did I get here? How did I get to go from being a candidate/participant to being the leader of such a huge event for GOD! Well my friends remember what I said about making a deal with God? Ok, so trying making a deal with him and then trying to get out of it. I have attached a picture of the seven men (these seven all did time within the Texas prison System) who went in to share that "Yes, you Can with Jesus". It's only fitting that the total number of brothers who all were in white is seven but of those seven five of us all did time together on the Torres Unit. For you see God brought us together from all over Texas from Grand Saline, El Paso, Karnes City, Kirby and San Antonio. These men are all mighty men of GOD and all wanted to share and give back what we had gotten on our Kairos Weekends...I tell you first hand and via these men this program (Kairos) works because of you the **volunteers** who submit themselves to serve God and his will. It is because of you that we got our start and now are running along side you to serve on this AWESOME thing called Kairos! Be Blessed and take a bow because God is saying "Well done my faithful servant"!



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. Think of it this way – only provide an offender with something you could provide every offender at the facility, such as a prayer, encouraging words, or a listening ear.

The above also applies to volunteers asking their own family or friends to intercede as a go-between.

We hope this clears up any misconceptions and also refreshes what you've heard in the past. If you have any questions, comments, or concerns about any of the above information, please don't hesitate to contact me.

Indiana DOC email to volunteers



What if you woke
up **TODAY**
with only the things
that you
thanked
God for
yesterday?

the conclusion that it is because we have it too easy. By this I mean, if I get offended I can find other friends, and if needed, I can find another church. I don't have to hang around people I don't like or learn to get along with those that irritate me. I can simply move on without forgiving them or even addressing the fact we really don't get along. In prison, I suspect this is not the case. You don't have a completely free choice about who you get to hang around or live with. You are forced to depend on your Christian Brothers for support and likely in some cases to avoid violence. You are forced to love the unlovable. You are forced to truly have faith concerning your family and their well being because you have no power to do anything to provide for them. You actually have to walk the talk every day and not just Sunday morning. So after thinking about this all day, the Holy Spirit began to move on Saturday night of the Weekend and souls began to be saved. And, as more men professed faith, I noticed that many of the servants were weeping and praising the Lord. This was in sharp contrast to the smiles and joy I felt on my own face and saw on the faces of many of the Volunteers. In that moment, I realized that the Servants had been praying for this revival for years and I later confirmed with one Servant that he had been praying for eight years for a revival like the one we were blessed to see and participate in. This difference in perspective is what made me feel ashamed and caused me to weep uncontrollably as I was comforted by a man who was imprisoned 21 years ago at the age of 17. How can that happen? Well for starters that man has had to depend on the Lord and spends hours in prayer each day.

I share all this not to try to guilt myself or anyone else but rather to celebrate the growth I have experienced through this Kairos ministry that has helped me break so many chains which have held me back and out of a deeper personal relationship with Jesus Christ. I am thrilled to have found something that I can't stop from sharing with others. Something that has helped me "Listen, Listen, Love, Love" with others and be blessed to learn of so many that already have a relationship with our Lord.

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KAIROS of TEXAS STATE OFFICERS

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Secretary - Joy Drady
Financial Secretary - John Osborne
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Committee Chairs:

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Clergy Coord. - Rick Hope
E.I. Coordinator - Dolores Amador
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Fund Raising/Sponsorship - Jim Lodovic
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Newsletter Coord - Bettye Keefer
New Starts Committee - Ray Sims
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Program Committee - Debbie Van Pelt
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State Training (AKT) - Mike Stumbaugh
Trailer Coord - Dan Martin
Website Coord. - David Ford



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FORGIVENESS -



**Ed Elliott -
Daily Word**

Many years ago, I read a news story about a young girl who had been kidnapped, sexually assaulted, and brutally attacked. Her hands and feet had been cut off and she was left for dead. Miraculously, she survived and the man was caught and sent to prison for his horrific crime.

Eighteen years later, this man was being paroled and the news media got wind of it and thought this would make a great human interest story. They tracked down the girl, who was now a married woman with children of her own. With cameras running, they approach her front door and when she answered they delivered the news that the man who had kidnapped and brutalized her was going to be set free! The cameras quickly zoomed in on her face expecting to see a burst of emotional outrage and anger at hearing that this monster was going free. Instead, she calmly said, "eighteen years ago, this man took thirty minutes of my life and I have decided not to give him one second more."

This lady was a believer in Jesus and she made the decision to forgive the man who had maimed and violated her so terribly. If she hadn't forgiven him, she too would have been in prison; a different kind but nonetheless, a prison.

Someone once said, "Harboring unforgiveness is like drinking poison and hoping your enemy will die!" Unforgiveness poisons anyone who holds it, causing them to become bitter and it is impossible to be bitter and get better at the same time!

Jesus said in Luke 4:18, that He came to heal the broken hearted. He still does that today because He hasn't changed. The love every believer possesses today is the very same love that forgave the entire world at the cross. God would never ask us to forgive if He hadn't equipped us with the ability to do so. This same love can heal your broken heart and enable you to forgive the one who broke it.

Living in God's forgiveness is freedom; knowing how to forgive is freeing.



Be sure to visit our website at www.kairostexas.org. We have a new webmaster, David Ford. The schedule and location for State Board meetings for 2016 are included here. We have a calendar showing when all the weekends will be held. Check your weekend - we depend on you to keep them updated.

On that same website you will find the current state officers, state meetings and minutes, map of state meetings, committees, and when the weekends are to be held. You will also find this current and past newsletters there. If your unit does a newsletter, we would love to add it. There are links to KPMI and TDCJ.

There is information about Kairos Outside, including structure, forms and information, newsletters, and mission field. The minutes for KO meetings can also be found there.

Please take a look and see if we need to change, remove or add anything.



In Loving Memory

During the Kairos Prison Ministry Annual Summer Conference July 25-29, 2017 in Peachtree, Georgia, there will be a Memorial Service for all those Kairos Volunteers who have gone to be with God during the past year. We are now gathering those names so they can be remembered and a candle lit for each one as their name is called. If you know of anyone please send the info to: Bettye Keefer at ewkeefer@yahoo.com, along with their next-of-kin so that I can send them a memorial card

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