

Episcopal Diocese of Oregon
Report to the 133rd Annual Meeting of Convention
November 6, 2021

Diocesan Personnel Committee

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Activities Report

The Diocesan Personnel Committee helps research, review, and provide recommendations on diocesan personnel matters for the Bishop and Diocesan Council, including evaluating the annual recommended cost-of-living adjustments (COLA) for the budget and SHU chart, and updating the diocesan manuals as needed.

Expenditures

- No expenditures from the Diocesan Budget. \$1,500 from the Board of Trustees for legal firm to review the personnel manual.

2021 Goals Progress

- Determined a cost of living increase to recommend to Diocesan Council.
- Throughout 2021, we reviewed and modified the Diocesan Personnel Manual as a routine matter to update it with any legal changes in employment law and to align it with Bishop Akiyama's needs to lead and manage the Diocesan staff. The Personnel Manual is the manual for Diocesan employees and is a model for parishes and missions. The manual was reviewed by a lawyer to ensure its compliance with applicable laws. The new manual will go into effect January 1, 2022.
- At the end of 2021, we started reviewing the Diocesan Clergy Manual.

2022 Goals

- To complete and publish and an updated Clergy Manual.
- COLA adjustment recommendation.
- Any other work requested by Diocesan Council or Bishop Akiyama.