


Community Update 04-10-24

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To: Edward Giblin <edward.giblin@dor.org>

 1 attachments (19 KB)

RETREAT OPPORTUNITIES 2024.docx;

Happy Eastertide!

Upcoming Events

May 21, 2024: Annual Gathering of the Ministerium, RIT Inn & Conference Center, Henrietta; details TBA by SBSTM

May 25, 2024: Diaconate Ordination of Mr. George Bastedo, Sacred Heart Cathedral, Rochester

June 29, 2024: Priesthood Ordination of Rev. Mr. James Muscatella, Sacred Heart Cathedral, Rochester

August 10, 2024: SSDCA Picnic, Al Lorenz Park, Mt. Morris

September 6-8, 2024: Annual SSDCA Retreat, Notre Dame Retreat House, Canandaigua; Fr. Bob Werth, St. Frances Xavier Cabrini Parish

Last week I sent out reminders to those deacons who are due or overdue to update their required *Charter* compliance (**background check** and/or **“Recognizing and Preventing Child Abuse” training**) or New York State mandated **“Preventing Sexual Harassment Training for Employees.”** As you recall, our background checks and “Recognizing and Preventing Child Abuse” training – that’s the new module for Safe Environment training – must be updated every three (3) years by DOR policy. The sexual harassment prevention training is required by New York State statute to be updated annually, so that’s the one that most frequently sneaks up on us! These requirements apply to all deacons incardinated in the Diocese of Rochester, even if they are living/serving outside of the diocese. Please be attentive and responsive to the reminders that you receive to update any or all of these requirements. If you would like to know the dates of record for your various certifications and background check, just shoot me an email and I’ll get that information from the system. If you need to confirm your user name and/or password for the on-line training platform, reach out to Renate Parks at Human Resources, renate.parks@dor.org. I always suggest that you send me a copy of your certificate for the file here, and also provide one to the parish office for their records. Kindly recall that current compliance is required should you need to request a Letter of Suitability for ministry outside of the DOR.

A request for an aforementioned **Letter of Suitability** may come up on short notice, especially if you are being asked to assist with upcoming funeral liturgies which may be taking place in short order, and some other events (retreat, conference, Marriage, Baptism, etc.) provide a bit more lead time. In order to process your requests more efficiently, especially when time is of the essence, we ask that you provide comprehensive information:

- nature of the request (ie., assist with funeral liturgies, witness Marriage, etc.)
- name(s) of the parties involved (name of deceased, wedding couple, child or children to be Baptized, etc.)
- date(s) of the event/liturgy and name/location of the parish/ministry
- street address of parish ministry, name of pastor, email address of parish or pastor if you can obtain it
- name of the (arch)diocese in which the parish is located

This information is needed in order for the Chancellor's Office to prepare a Letter of Suitability and transmit it to the hosting diocese and parish in time, so the more comprehensive that you can be in your initial request will eliminate the need for additional emails or phone calls. Jan Boyea, who is Fr. Condon's legal assistant, does a good job at turning the requests around as quickly as possible, so both she and I are most appreciative of your consideration when making the request ***Thank you!***

I've attached again an updated list of retreat opportunities, the first and foremost being our Annual SSDCA Retreat at Notre Dame Retreat House, Canandaigua, from September 6-8, 2024. I realize that some folks cannot make this retreat, or opt for another venue, so I've listed some more for your consideration.

I hope that you and your families enjoy a blessed and healthy Easter Season!

Peace,
Ed

Roman Catholic Diocese of Rochester - Debtor in Possession