



Diocese of Covington

Year Six 2013 – 2014 Implementation Report

**Implementation Status of Objectives Contained
In the *Year 6 2013-2014 Diocesan Annual Plan***

Presented by the Diocesan Curia

To The

Diocesan Deanery Pastoral Councils

May 2015

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DIOCESE OF COVINGTON

YEAR SIX IMPLEMENTATION REPORT (Annual Plan 2013-2014)

September 2014

Office: Archives

Completed Objective(s)

(Please type the date of completion. Include any additional information only if needed.)

Delayed Objective(s)

(Please state the objective number only and the reason for the delay; please also state the anticipated date of completion.)

Objective #1:

Scanning of Good Shepherd Home records was not accomplished. There is a scanner/copier in the Curia that was set aside for the Archives, but it is large & heavy. I have not had it transported to the Archives yet. It would be better to scan the records at the Archives than to take them to the Curia. Scanning them at the Curia would tie up a scanner for a long time. I hope to finish this objective once I can get someone to assist with moving the scanner. This could be completed by Dec. 31. Much of our time must also be spent catching up on genealogical requests that were long-delayed by the microfilm conversion project.

Deleted Objective(s)

(Please identify any objectives (number only) that were deleted or it was determined not to move forward with implementation at this time and indicate the reason.)

DIOCESE OF COVINGTON

YEAR SIX IMPLEMENTATION REPORT (Annual Plan 2013-2014)

September 2014

Office: Buildings & Property

Completed Objective(s)

(Please type the date of completion. Include any additional information only if needed.)

Objective #1:

Completed May 1, 2014

The condition assessment inspections are underway. A detailed inspection format has been created and is currently being used for on-site condition assessments of Diocesan Property.

Delayed Objective(s)

(Please state the objective number only and the reason for the delay; please also state the anticipated date of completion.)

Objective #1:

The intent of this objective is to develop a mobile computerized system to allow for a more effective inspection program and to develop a property database that will assist the parishes and institutions in the development of long range capital improvement.

This part of the objective is still in progress.

Anticipated completion date is July 2015.

Deleted Objective(s)

(Please identify any objectives (number only) that were deleted or it was determined not to move forward with implementation at this time and indicate the reason.)

DIOCESE OF COVINGTON

YEAR SIX IMPLEMENTATION REPORT (Annual Plan 2013-2014)

September 2014

Office: Catechesis and Formation

Completed Objective(s)

(Please type the date of completion. Include any additional information only if needed.)

Objective #1:

To develop a religion curriculum for young people of high school age.

Completed Spring 2014.

Delayed Objective(s)

(Please state the objective number only and the reason for the delay; please also state the anticipated date of completion.)

Objective #2:

To create a parish RCIA Manual

Will be completed by January 2015

The writing and editing process took longer than anticipated.

Objective #3:

To develop policies regarding home-based religious education programs

Completed in 2011, but on hold pending bishop's review and approval.

Deleted Objective(s)

(Please identify any objectives (number only) that were deleted or it was determined not to move forward with implementation at this time and indicate the reason.)

DIOCESE OF COVINGTON

YEAR SIX IMPLEMENTATION REPORT (Annual Plan 2013-2014)

September 2014

Office: Catholic Charities

Completed Objective(s)

(Please type the date of completion. Include any additional information only if needed.)

Delayed Objective(s)

(Please state the objective number only and the reason for the delay, please also state the anticipated date of completion.)

Deleted Objective(s)

(Please identify any objectives (number only) that were deleted or it was determined not to move forward with implementation at this time and indicate the reason.)

Objective #1: After discussion with the Bishop the pregnancy center will not go forward.

DIOCESE OF COVINGTON

YEAR SIX IMPLEMENTATION REPORT

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September 2014

Office: Catholic Schools

Completed Objective(s)

(Please type the date of completion. Include any additional information only if needed.)

Objective #1:

Catholic schools shall establish guidelines for teachers, administrators, and staff to model and promote the faith.

Completed May 2013.

Delayed Objective(s)

(Please state the objective number only and the reason for the delay; please also state the anticipated date of completion.)

Deleted Objective(s)

(Please identify any objectives (number only) that were deleted or it was determined not to move forward with implementation at this time and indicate the reason.)

DIOCESE OF COVINGTON

YEAR SIX IMPLEMENTATION REPORT (Annual Plan 2013-2014)

September 2014

Office: Chancery

Completed Objective(s)

(Please type the date of completion. Include any additional information only if needed.)

Objective #3:

To coordinate the move of the Curia.

Completed September 2013.

Delayed Objective(s)

(Please state the objective number only and the reason for the delay; please also state the anticipated date of completion.)

Objective #1:

Collation of the census data is ongoing and has been slowed by the staff changes that have taken place within the past year.

Objective #2:

Staff changes and other priorities have delayed the review and refinement of the staff evaluation instrument.

Deleted Objective(s)

(Please identify any objectives (number only) that were deleted or it was determined not to move forward with implementation at this time and indicate the reason.)

DIOCESE OF COVINGTON

YEAR SIX IMPLEMENTATION REPORT (Annual Plan 2013-2014)

September 2014

Office: Deacon Formation

Completed Objective(s)

(Please type the date of completion. Include any additional information only if needed.)

Delayed Objective(s)

(Please state the objective number only and the reason for the delay; please also state the anticipated date of completion.)

Objective #1:

The funeral protocol for deacons is essentially done. It has not been implemented due to our desire to have the protocol cooperate with the diocesan funeral guidelines in all respects. Therefore, it has been placed on hold until the diocesan guidelines are promulgated by the Bishop. Once published, we will revise our protocol to agree with all of the diocesan stipulations. It will then need to be approved and subsequently published.

Deleted Objective(s)

(Please identify any objectives (number only) that were deleted or it was determined not to move forward with implementation at this time and indicate the reason.)

DIOCESE OF COVINGTON

YEAR SIX IMPLEMENTATION REPORT

(Annual Plan 2013-2014)

September 2014

Office: _____ Finance _____

Completed Objective(s)

(Please type the date of completion. Include any additional information only if needed.)

Delayed Objective(s)

(Please state the objective number only and the reason for the delay; please also state the anticipated date of completion.)

Deleted Objective(s)

(Please identify any objectives (number only) that were deleted or it was determined not to move forward with implementation at this time and indicate the reason.)

Objective #1:

This objective will not be done in the format as originally prescribed – i.e. an online HR/Benefits package. However, we have developed a ‘work around’ that is just as easily managed and at zero cost. The only downside is that we will not have online Open Enrollment availability. It was determined that we have so few Open Enrollment changes, that it was not cost effective to implement a new software module. We now track all employer benefit charges in the payroll system – just as we do the employee benefits charges.

DIOCESE OF COVINGTON

YEAR SIX IMPLEMENTATION REPORT

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September 2014

Office: Messenger

Completed Objective(s)

(Please type the date of completion. Include any additional information only if needed.)

Objective #1:

Explore ways to utilize new technologies facilitating efficient, timely communications from parishes, schools, agencies and programs to the Messenger (to be printed and/or posted online.)

1. It has been decided that e-mail is still an effective and secure way to receive photos and information from parishes.
2. Specifications have been developed.
3. Parish and school contact lists need to be created.
4. Parish and school contacts need to be informed.

Delayed Objective(s)

(Please state the objective number only and the reason for the delay, please also state the anticipated date of completion.)

Deleted Objective(s)

(Please identify any objectives (number only) that were deleted or it was determined not to move forward with implementation at this time and indicate the reason.)

DIOCESE OF COVINGTON

YEAR SIX IMPLEMENTATION REPORT (Annual Plan 2013-2014)

September 2014

Office: Pro-Life

Completed Objective(s)

(Please state the date of completion. Include any additional information only if needed.)

Delayed Objective(s)

(Please state the objective number only and the reason for the delay; please also state the anticipated date of completion.)

Objective #1:

The goal for the Pro-Life Office is to assist each diocesan parish in establishing a pro-life team led by a pro-life coordinator to build a culture of life and mobilize the faithful. As there are often turnovers within parishes and new team members, this effort is ongoing. Also included in this effort is continuing education/training and providing resources to parish pro-life coordinators and team members.

Deleted Objective(s)

(Please identify any objectives (number only) that were deleted or it was determined not to move forward with implementation at this time and indicate the reason.)

Objective #2:

This objective was assumed by the Department of Catechesis and Formation as part of their Year 6 Objective #1, the development of a religion curriculum for young people of high school age. Theology of the Body instruction is included in the curriculum which was completed in Spring 2014 and is being implemented this year, 2014-2015. Theology of the Body instruction is also being provided on the junior high level this year and will be included in the elementary religion curriculum currently under development.

DIOCESE OF COVINGTON
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Office: Stewardship and Mission Services

Completed Objective(s)

(Please type the date of completion. Include any additional information only if needed.)

Objective #2:

To establish a Stewardship Day in the Diocese of Covington for all parishes.

This objective will be completed on February 7, 2015, when we conduct our first Stewardship Day.

N.B. The date of the Stewardship Day has been moved to August 29, 2015.

Delayed Objective(s)

(Please state the objective number only and the reason for the delay; please also state the anticipated date of completion.)

Objective #1:

The reason for the delay is because we have still yet to fully coordinate with the Office of Catechesis and Formation on the particulars of the identified stewardship program.

Deleted Objective(s)

(Please identify any objectives (number only) that were deleted or it was determined not to move forward with implementation at this time and indicate the reason.)

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Office: Tribunal

Completed Objective(s):

(Please type the date of completion. Include any additional information only if needed.)

Objective #1:

Prepare and initialize a course to train, update and continue to develop Tribunal advocates who will assist petitioners approaching the Covington Tribunal to adjudicate their cause to establish their freedom to marry after he/she has been married and divorced.

In May of 2014 parts 1-3 of this objective were completed. The course was developed and the presentation of the course as well as the course materials was completed.

Delayed Objective(s)

(Please state the objective number only and the reason for the delay; please also state the anticipated date of completion.)

Objective #1:

Parts 4 -5 of this objective have been delayed (Arrange for presentations of the course and Arrange for on-going presentations of the course) because steps 1-3 took longer than originally planned. Steps 4-5 should be in place by February 2015.

Deleted Objective(s)

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Office: Chancery - Priestly Vocations

Completed Objective(s)

(Please type the date of completion. Include any additional information only if needed.)

Objective #4:

To develop and implement programs designed to create an awareness of vocations among young adults age 18 – 35.

This objective is ongoing.

Delayed Objective(s)

(Please state the objective number only and the reason for the delay; please also state the anticipated date of completion.)

Deleted Objective(s)

(Please identify any objectives (number only) that were deleted or it was determined not to move forward with implementation at this time and indicate the reason.)

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Office: Worship and Liturgy

Completed Objective(s)

(Please type the date of completion. Include any additional information only if needed.)

Objective #1:

To update diocesan funeral guidelines.

The final draft of the funeral guidelines is written. The document will be promulgated by Bishop Foys by December 2014.

Delayed Objective(s)

(Please state the objective number only and the reason for the delay, please also state the anticipated date of completion.)

Deleted Objective(s)

(Please identify any objectives (number only) that were deleted or it was determined not to move forward with implementation at this time and indicate the reason.)