



2019 Presbytery Diaconal Summit IV

Sponsored by the Committee on Diaconal Ministries
of the Orthodox Presbyterian Church
October 10-12, 2019
Comfort Inn & Suites, Geneva, Illinois

“Presbyteries in Service”

Thursday, October 10

5:00 pm	Dinner	
7:00 pm	Welcome and Devotional	Nathan Trice
7:30 pm	“PDCs Serving Our Presbyteries”	David Nakhla
8:30 pm	Reports from Presbyteries	Nathan Trice (MC)
9:00 pm	Fellowship	

Friday, October 11

7:30 am	Breakfast	
8:30 am	“Introducing the Committee on Ministerial Care”	Lendall Smith
9:30 am	Ministerial Care Workshop	Gregory De Jong
10:30 am	Break	
10:45 am	Workshop Debrief and Brainstorming	Gregory De Jong (MC)
11:00 am	“PDCs Serving our Congregations”	Mike Di Peppino
12:00 pm	Q/A and Brainstorming	David Nakhla (MC)
12:30 pm	Lunch	
1:30 pm	“PDCs Serving our Deacons”	Chris Sudlow
2:30 pm	Q/A and Brainstorming	Chris Sudlow
3:00 pm	Break	
3:30 pm	Further Reports from Presbyteries	David Nakhla (MC)
4:30 pm	Conference Wrap-Up	Nathan Trice
5:00 pm	Dinner	
7:00 pm	Fellowship	



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 - b. ***Introducing the Committee on Ministerial Care*** Lendall Smith
 - c. ***PDCs Serving our Congregations*** Mike Di Peppino
 - d. ***PDCs Serving our Deacons*** Chris Sudlow

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“Presbyteries in Service” Schedule of Events

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Attendee List

Name	Presbytery	Church Office	Email Address	Cell Phone	Church Name	Church Location
Archer, Paul	POH	Deacon			Grace OPC	Columbus, OH
Belden, John	PMO	Minister			Pilgrim OPC	Metamora, MI
Brown, Steve	PMA	Minister			Grace OPC	Vienna, VA
Cashen, Christopher	PSE	Minister			Redeemer OPC	Atlanta, GA
Cloy, Michael	PSE	Elder			Reformation OPC	Gastonia, NC
Comstock, Craig	PNYNE	Deacon			Covenant OPC	Barre, VT
Cornette, David	PMW	Minister			Calvary OPC	Cedar Grove, WI
Costello, Mitchell	PNCNV	Deacon			Delta Oaks OPC	Pittsburg, CA
Decker, Chris	PSC	Deacon			Calvin OPC	Phoenix, AZ
De Jong, Greg	PMW	Elder			Bethel OPC	Wheaton, IL
De Ru, Ron	PNW	Deacon			Sovereign Grace OPC	Oak Harbor, WA
Di Peppino, Michael	PSC	Elder			Westminster OPC	Westminster, CA
Dickinson, Richard	PNYNE	Retired Chaplain			Pilgrim OPC	Bangor, ME
Ethridge, Steve	PNW	Deacon			Reformation OPC	Olympia, WA
Farrell, Charles	PNJ	Deacon			Faith Bible OPC	Brick, NJ
Folkerts, Robert	PNJ	Deacon			Grace OPC	Fair Lawn, NJ
Hirdes, Cary	PMO	Deacon			New Life Fellowship OPC	Holland, MI
Hopper, Timothy	PSE	Deacon			Shiloh OPC	Raleigh, NC
Hunter, Lynne	PMO	Elder			Harvest OPC	Wyoming, MI
Kafka, Robert	PNJ	Elder			Providence OPC	Mantua, NJ



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Kilgore, Duke	PSW	Deacon			Cornerstone OPC	Cypress, TX
Long, Seth	PSE	Elder			Neon Reformed OPC	Neon, KY
McKim, Stuart	PNW	Deacon			New Geneva OPC	Idaho Falls, ID
Nakhla, David	PPH	Elder			Calvary OPC	Glenside, PA
Onnink, Peter	PMW	Deacon			Covenant OPC	Orland Park, IL
Pearce, Ronald	PNJ	Minister			Church of the Covenant OPC	Hackettstown, NJ
Peter, Mark	PMA	Deacon			Grace OPC	Vienna, VA
Shallenberger, Scott	PSE	Elder			Grace OPC	Lynchburg, VA
Shingler, Michael	PNYNE	Minister			Hope OPC	Syracuse, NY
Smith, Lendall	PMW	Retired Minister			Bethel OPC	Wheaton, IL
Stahl, John	PPH	Deacon			Emmanuel OPC	Wilmington, DE
Sudlow, Christopher	PMW	Deacon			Bethel OPC	Wheaton, IL
Trice, Nathan	PSE	Minister			Matthew OPC	Matthews, NC
Troutman, Joe	PSW	Minister			Mid Cities OPC	Bedford, TX
Vos, Douglas	PMO	Deacon			Oakland Hills OPC	Farmington Hills, MI
Voss, John	PMW	Deacon			Covenant OPC	Orland Park, IL



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PDS IV Attendees



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CDM Contact Information

Name and CDM Role	Email Address	Phone Numbers	Presbytery	Church Office
Birkmann, Janet L. Admin Assistant	janet.birkmann@opc.org			Calvary OPC Glenside, PA
Cashen, Christopher B. Vice President	cbcashen@gmail.com		PSE	Evangelist to Refugees Redeemer OPC, Atlanta, GA
de Ru, Ronald C.	ron@northwestscientific.com		PNW	Deacon, Sovereign Grace OPC Oak Harbor, WA
Di Peppino, Michael	mdipeppino@logisticre.com		PSC	Elder, Westminster OPC Westminster, CA
Dickinson, Richard M.	zyx.rmd@gmail.com		PNYNE	Retired Chaplain, Pilgrim OPC Bangor, ME
King, Joel B.	joelbking@bellsouth.net		PSO	Deacon, Lake Sherwood OPC Orlando, FL
Long, Seth B. Vice President	sethlong@bellsouth.net		PSE	Elder, Neon OPC Neon, KY
Nakhla, David P. Administrator	david.nakhla@opc.org		PPH	Elder, Calvary OPC Glenside, PA
Sudlow, Christopher A.	sudlow77@gmail.com		PMW	Deacon, Bethel OPC Wheaton, IL
Trice, T. Nathan President	trice.1@opc.org		PSE	Pastor, Matthews OPC Matthews, NC
Voss Jr., John J. Treasurer	keepsake179@gmail.com		PMW	Deacon, Covenant OPC Orland Park, IL



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OPC Committee on Diaconal Ministries
2019-2020 Roster

MEMBERSHIP

Class of 2020

Mr. Seth B. Long
Mr. Christopher A. Sudlow
Rev. T. Nathan Trice

Class of 2021

Rev. Christopher B. Cashen
Mr. Ronald C. de Ru
Mr. Joel B. King

Class of 2022

Rev. Richard M. Dickinson
Mr. Michael Di Peppino
Mr. John J. Voss, Jr.

OFFICERS

President: Rev. T. Nathan Trice
Vice President: Mr. Seth B. Long
Secretary: Rev. Christopher B. Cashen
Treasurer: Mr. John J. Voss, Jr.

SUBCOMMITTEES

Administration & Finance Subcommittee (AFS)

Mr. Christopher A. Sudlow (Chairman)
Mr. Seth B. Long
Mr. John J. Voss, Jr.

Aid Request Subcommittee (ARS)

Mr. John J. Voss, Jr. (Chairman)
Mr. Seth B. Long
Rev. T. Nathan Trice

Disaster Response Subcommittee (DRS)

Mr. Ronald C. de Ru
Mr. Joel B. King
Mr. Seth B. Long
Mr. John J. Voss, Jr.

Diaconal Training Subcommittee (DTS)

Rev. T. Nathan Trice (Chairman)
Rev. Christopher B. Cashen
Mr. Joel B. King
Mr. Christopher A. Sudlow

Missionary Deacon Subcommittee (MDS)

Rev. T. Nathan Trice (Chairman)
Rev. Christopher B. Cashen
Mr. Ronald C. de Ru

STAFF

Administrator: Mr. David P. Nakhla
Communications Coordinator: Miss Janet L. Birkmann



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“PDCs Serving Our Presbyteries”

Speaker: David Nakhla

1. The Journey of the PDC – PDS I, II, III & IV
2. The Work of the PDC
 - a. Ministering to Ministers
 - i. The Prospective Minister
 - ii. The Active Minister
 - iii. The “Between-Calls” Minister
 - iv. The Retired Minister
 - b. Ministering to Those Impacted by Disasters
 - i. Role of the PDC
 - ii. Reference - Presbytery Disaster Response Oversight
 - c. Ministering to & through Deacons
 - i. Know your Deacons
 - ii. Support Your Deacons
 - iii. Enable Your Deacons
 - iv. Augment Your Deacons
3. The Challenges of the PDC
 - a. Limited Relationships
 - b. Distance
 - c. Lack of Staff
4. The Reformation of the PDC
5. Conclusion



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“Introducing the Committee on Ministerial Care”

Speaker: Lendall Smith

In 2017, the General Assembly established the Committee on Ministerial Care (CMC) for the purpose of providing general financial advice and ministries of encouragement and support to ministers of the Orthodox Presbyterian Church.

The CMC serves in the following ways:

- Maintains, manages, and provides oversight of the OPC Retirement Account.
- Provides or recommends counsel and assistance in financial risk management (Health, Life, Disability, Counseling, and such other types of insurance as may be advisable).
- Provides or recommends counsel and assistance in financial planning, including retirement planning and investment portfolio management.
- Maintains, manages, and provides oversight of the OPC Obadiah Fund; and provides for the diaconal needs of all OPC ministers and their widows.
- Consults with North American Presbyterian and Reformed Council churches and other churches of like faith and practice regarding their experience and best practices in the care of their ministers.
- Informs presbyteries and local sessions of tools available for the care of their ministers.
- Provides resources to congregations and presbyteries to improve the terms of calls.
- Maintains denominational salary scale guidelines.
- Maintains a voluntary and confidential database of OPC ministerial compensation.
- Provides advice to the General Assembly regarding the Book of Church Order on retirement-related matters.
- Provides financial instruction and counsel in educational venues; e.g., the Ministerial Training Institute of the OPC.
- Assists presbyteries and session in considering other means of strengthening the care of ministers; e.g., ministerial mentoring, counseling, retreats, and sabbaticals.



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Beyond these core responsibilities, CMC is developing a wide array of resources to assist ministers directly, when appropriate, and to work closely with local congregations and presbyteries.

Ministers and Their Widows:

CMC provides resources directly to ministers:

- OPC Retirement Plan to save for retirement in a tax-efficient, low-cost, professionally managed 403(b) plan
- Financial Planning assistance through online resources and advice from volunteer professional financial planners
- Education through online resources, recommended books and webinars
- Diaconal assistance for retired ministers and their widows through the Obadiah Fund (in consultation with presbyteries and local diaconates)

Local Congregations:

CMC works with local congregations to assist in the care of any ministers and ministers' widows in their congregation:

- Salary Scale Guidelines to help gauge the adequacy of the minister's compensation
- Advice on ministerial calls
- Diaconal assistance for retired ministers and their widows
- Resources and ideas to support and encourage your ministers and his family

Regional Presbyteries:

CMC works with presbyteries to provide ideas, information and resources which may not be available in the regional church:

- Assist Candidates and Credentials Committees in evaluating ministerial calls
- Identify resources for ministers who seek financial planning assistance
- Develop other means of caring for ministers, such as retreats, counseling, mentoring and sabbaticals
- Work with Diaconal Committees to care for retired ministers and their widows using the Obadiah Fund



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“CMC WORKSHOP”
Outline
Speaker: Greg De Jong

- I. Overview of CMC
 - a. CMC Video
 - b. Introduction & CMC Mandate
 - c. Retired Ministers & their Widows
 - i. OPC 403(b) Retirement Plan
 - ii. The Obadiah Fund
 - iii. PDC’s role
 - d. Planning for Retirement
 - i. Evaluating terms of pastoral calls & salary scale guidelines
 - ii. CMC’s VFPT (not alphabet soup!)
 1. General info
 2. Privacy Policy
 - iii. PDC’s role
 1. Working with Presbytery visitation committees & Sessions
 2. Familiarity with form to request financial assistance
 3. CMC’s need for a database on OPC ministers’ compensation
 - iv. CMC’s providing basic resources for *www.opcCMC.org*
 - v. CMC’s providing info on health insur. & Christian healthcare sharing
 - vi. CMC’s webinars
 - e. Pastoral Care
 - i. CMC’s policy for responding to death of a minister or spouse
 - ii. CMC’s development of a policy and resources for sabbaticals
 - iii. CMC’s webinars on personal & pastoral issues



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“CMC WORKSHOP”
Privacy Policy
Speaker: Greg De Jong

- I. As the Committee on Ministerial Care (“CMC”) carries out its work assisting ministers and minister’s widows, we are mindful that the information we deal with is often personal, sensitive, and confidential. We take seriously our responsibility to safeguard this information and to use appropriate means to protect your privacy.

II. Definitions

- a. “Confidential information” means information about you regarding your finances, health, legal affairs or other personal circumstances which you have asked us to keep confidential or which we can reasonably assume is non-public and would cause you harm or loss if it was disseminated.
- b. “Committee on Ministerial Care” means its committee members, its Director and administrative staff, and any other individuals who the Director may from time to time authorize to assist the CMC in providing you with the help you have requested.

III. Information Sharing

- a. We limit our internal sharing of your Confidential Information within the CMC. The identify of individuals we are working with will generally be known to the Director and a limited number of other CMC personnel, who, in the Director’s discretion, have a legitimate “need to know”.
- b. Because CMC believes that needs of a diaconal nature should be coordinated with your presbytery diaconal committee or local church diaconate, we will share relevant information with representatives of those bodies unless you request in writing that we not do so.
- c. We will not share your Confidential Information with any other except:
 - i. Those for whom you have specifically authorized us (e.g. your accountant).
 - ii. In instances of a legal or regulatory proceeding where CMC is required to divulge information.

IV. Safeguards

CMC has adopted internal procedures intended to safeguard the information which we collect and retain about you. While we believe these procedures are effective and appropriate, we cannot guarantee the complete security of any human system.

If you have questions about this Privacy Policy or our privacy procedures, please contact us at:
Committee on Ministerial Care, 607 N. Easton Road, Bldg. E
Willow Grove, PA 19090 (215) 830-0900 retirement@opc.org



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“CMC WORKSHOP”
How to Select a Financial Advisor
Speaker: Greg De Jong

Selecting a trustworthy, competent financial advisor may be one of the most important, and challenging, decisions you will make regarding your personal finances. Here are a few considerations as you begin your search:

First, although we are using the general label “financial advisor” here, there is no consensus on what exactly allows someone to identify themselves as a financial advisor or financial planner. Indeed, you may encounter insurance agents, stock brokers, accountants, attorneys and financial planners all offering to provide financial advice. Each of them could legitimately claim to be a financial advisor, despite great differences in the types of advice and expertise each provides.

Secondly, methods of compensation can vary greatly, the nature of that compensation may not always be transparent, and each way of compensating your advisor has the potential for creating conflicts of interest. While some advisors (attorneys and some financial planners, for example) may bill for their work on an hourly basis, it is more common that the advice will be paired either with the purchase of a product (such as a mutual fund, annuity or insurance policy) which then provides a commission payment to the advisor, or with a service (such as ongoing investment management) for which the advisor will receive an ongoing fee. While none of these are inherently wrong, a particular compensation method may not be most appropriate for your needs.

Third, any advisor who has managed to stay in business for more than a few years is invariably someone with above-average people skills. Convincing people to pay for intangibles and helping them understand financial concepts requires specific talents: verbal facility, empathy, persuasiveness and the appearance of trustworthiness are essential. Unfortunately, if these traits aren’t anchored to rock solid ethics, and ideally God-honoring ethics, the advisor may turn out to be a scamster. Choosing an advisor primarily because “he seemed like such a nice guy” could become a costly mistake.

Here then are recommended steps you can take to evaluate whether an advisor might be the right one for you:

1. Check with the appropriate regulatory agencies to determine if there is any disciplinary history for the individual you are considering:
 - a. **Investment representatives:** anyone handling or recommending investments for compensation must be registered through FINRA as a representative of a broker/dealer or as a representative of an Investment Advisory firm regulated by the SEC or (for small firms) by the state. Visit <https://brokercheck.finra.org>



- b. **Insurance & annuity agents:** anyone selling insurance or annuity policies must have a state insurance license issued by the state they reside in. They must also be licensed as a non-resident agent in any other states in which they conduct business. Contact your state department of insurance, although the amount of information they will share varies by state.
 - c. **Accountants:** there are various specialties within the accounting profession, many of which have little bearing on matters of personal finance. The AICPA confers the Personal Financial Specialist (PFS) designation on CPA's who have completed an extensive course of study on personal financial planning and passed an exam. While other accountants may be able to assist you, a CPA with the PFS designation would be the ideal choice. Visit www.nasba.org to find your state's board of accountancy and then search for the individual accountant to determine if they have any disciplinary history.
 - d. **Financial Planners:** unfortunately, many practitioners may identify themselves as "financial planners", but the use of the term provides little guidance as to their background and experience. However, the designation Certified Financial Planner™ can only be used by an individual who has completed a course of study on personal financial planning, passed an exam, and has attained a certain amount of experience. Since most CFP® professionals handle investments or provide investment advice, you should find them in the Broker Check database (see 1. a above). Visit the website of the CFP Board to determine whether there is any disciplinary history: www.letsmakeaplan.org
 - e. **Attorneys:** an attorney will rarely be a good source for personal financial planning advice, but the services of a competent attorney will be invaluable for formulating or updating your estate plan (wills, trusts, powers of attorney). To determine if an attorney has a disciplinary history, perform an internet search for "ABA National Regulatory Data Bank".
2. Obtain a referral from someone you trust. While a solid referral can be helpful in finding a competent, ethical professional, don't blindly hire someone because your neighbor says he's a nice guy (or gal!). Ask the referrer:
 - a. How did you find this individual? What kind of research did you perform?
 - b. How long have you worked with him or her?
 - c. What is the nature of the work they've done for you?
 - d. How are they compensated?



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Finally, when you meet with a potential advisor to interview him or her, consider bringing along a trusted friend or relative who may have greater experience in financial matters. Ask for details of how the advisor will be compensated in written form. There should be no pressure put on you to make a decision at a first meeting. Ask if you may contact several of the advisor's existing clients, and to lessen the likelihood of being given a hand-picked list of the advisor's biggest fans, specify some selection criteria (for example: *"last names beginning with "M" or "N" and have been a client for more than two years"*). This may be an inconvenience for the advisor, as he/she will need to get each client's permission, but your request is a reasonable one. And of course, bathe this process in prayer.



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“PDCs Serving Our Congregations”
Speaker: Mike Di Peppino

1. Ministering to Works Without Deacons

a.

b.

2. Outreach for the Presbytery

a.

b.

3. When Local is not Enough

Where Do I See Potential for Our PDC Serving in Similar Scenarios?

a.

b.

c.

d.

e.



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“PDCs Serving Our Deacons”
Speaker: Chris Sudlow

The CDM’s Season of Diaconal Visitation

1. Purpose and vision for encouraging and listening to local deacons:
 - a. The work of the Committee on Diaconal Ministries to serve local deacons
 - b. Coming alongside local deacons to encourage their work and office
 - c. Regional Diaconal Training
2. Gathering intel for planning curriculum for national summits:
 - a. What is the current work of our deacons?
 - b. How are they equipped for the tasks before them?
 - c. How can the CDM encourage their training and work?
3. Application and findings:
 - a. Reports from several visits to local deacons
 - b. Resources needed
 - c. Development of new deacons
4. Encouragement for the Presbytery Diaconal Committees (PDC):
 - a. Connecting local deacons with their PDC’s
 - b. Executing regional training
 - c. Providing visitation



Proposed Mandate for the Work of the Presbytery Diaconal Committee (PDC)

Committee on Diaconal Ministries
of the Orthodox Presbyterian Church

1. Regarding Local Congregations

- a. Stands ready to assist local diaconates with matters that exceed their local resources.
- b. Stands ready to assist congregations and mission works without local deacons.
- c. Promotes, encourages and coordinates diaconal work within the presbytery.
- d. Communicates and promotes diaconal ministry opportunities within the presbytery.
- e. Educates and encourages the presbytery to carry out diaconal responsibilities in response to various needs.

2. Regarding the CDM

- a. Promotes the work of the CDM within the presbytery.
- b. Serves as Presbytery's liaison between the CDM and the churches of Presbytery in evaluating local requests for aid which the Presbytery is unable to provide for, and referring these to the CDM.

3. Regarding Disaster Relief

- a. Promotes the work of disaster relief among the churches of our presbytery, in coordination with the CDM, other OPC presbyteries, and the broader church in general.

4. Regarding Ministers

- a. Inquires and acts to ensure that every retired minister of the Presbytery, every minister's widow and his dependent family have adequate resources to meet their normal needs.
- b. Seeks to discover cases of pastors in need and gives them aid as they are able, if they judge that circumstances warrant such aid.

5. Regarding Anticipating Needs

- a. Assesses needs by conducting a survey of the financial needs of the churches in Presbytery.
- b. Brings to the presbytery's attention the work of other Christian relief agencies.



Proposed Mandate for the Work of the Presbytery Diaconal Committee (PDC)

Committee on Diaconal Ministries
of the Orthodox Presbyterian Church

6. Regarding Diaconal Funds

- a. Raises funds from the churches of Presbytery to meet particular needs that come to their attention.
- b. Recommends an annual per capita amount.
- c. Requests funds from the CDM.

7. Regarding Deacons of the Presbytery

- a. Keeps a roll of active deacons of Presbytery and makes such a roll available to Presbytery.
- b. Promotes contact between the local deacon boards.



Recommendations for Reforming Your Presbytery Diaconal Committee (PDC)

Committee on Diaconal Ministries
of the Orthodox Presbyterian Church

I. Reforms Within Your Presbytery Diaconal Committee

1. Become acquainted with your fellow committee members.
2. Educate yourself regarding diaconal ministry in the OPC.
3. Establish a pattern of committee meetings.
4. Establish a pattern of presbytery attendance.
5. Ascertain the personal investment of fellow committee members.
6. Establish a protocol for responding to diaconal needs.
7. Brainstorm regarding diaconal ministry opportunities.

II. Reforms Within Your Presbytery

1. Establish a pattern of reporting at presbytery meetings.
2. Establish contact with each of the retired ministers of the presbytery (or their widows).
3. Propose positive personnel changes to the committee.
4. Take initiative as a committee in the review of the terms of new calls.
5. Seek funding from the presbytery to maintain adequate reserves.
6. Propose appropriate changes to the by-laws.
7. Verify adequate medical insurance for all the ministers of the presbytery.

III. Reforms Within Your Regional Church

1. Introduce your committee to each of the local diaconates.
2. Educate local diaconates on the protocol for receiving diaconal assistance.
3. Establish a roll of deacons within the presbytery (with gifts inventory).
4. Disseminate diaconal ministry updates to the local diaconates.
5. Communicate diaconal needs to the local diaconate.
6. Organize diaconal seminars or conferences for the presbytery.
7. Offer assistance to congregations without diaconates.



OPC Presbytery Disaster Response Oversight *Preparation and Response*

1. PHILOSOPHY (WHY)

- a. The primary goal of disaster response in the OPC is to **restore worship** within OPC churches and families and to **demonstrate the compassionate love of Christ** to our neighbors
 - *And he said to him, “You shall love the Lord your God with all your heart and with all your soul and with all your mind. This is the great and first commandment. And a second is like it: You shall love your neighbor as yourself. Matt 22:37-40*
- b. Christians are not to presume upon the Lord’s goodness, but rather to **plan for the future.**
 - *“You shall not put the LORD your God to the test...” Deut 6:16*
 - *“Go to the ant, O sluggard; consider her ways, and be wise.” Prov 6:6*
 - i. Preparation *before* the disaster is the best protection from disasters and the key to effective ministry during a disaster.
 1. This begins with the individual, then church, then presbytery.
 2. Yet, cooperating and working together strengthens preparation (efforts are multiplied) and is a picture of the body of Christ.
- c. **Presbyteries are well-suited to coordinate.**
 - i. Disasters are inherently local and regional matters.
 - ii. Those closest to it are much better equipped to make decisions of how and when to respond than those far away.
 - iii. This is consistent with other ministry in the Presbyterian church. Oversight is first local, then regional, and lastly, denominational.
 - iv. Coordination at each level is imperative for this to be effective.
- d. **Stewardship of resources** is a God-given responsibility, mandating preparing for the worst.
 - *In the day of prosperity be joyful, and in the day of adversity consider: God has made the one as well as the other... Eccl 7:14a*
 - *Fill the earth and **subdue** it. Gen 1:28*
- e. **OPC Disaster Response** is available to the presbytery, upon request, in:
 - i. Providing leadership and strategies learned from previous disaster responses efforts.
 - ii. Communicating with sister denominations about cooperating on disaster relief.
 - iii. Mobilizing volunteers.



- iv. Communicating needs and prayer requests to the Church.
 - v. Receiving funds contributed for the care of the victims of the disaster.
- f. How the church responds in times of disaster is a **witness** to the watching world. Christ and his glory lies at the center of disaster preparation and response efforts. These efforts develop best under the strength and guidance of the Lord.
- *“Let your light so shine before men, that they may see your good deeds and praise your Father in heaven.” Matthew 5:16*

2. POLICY (WHAT)

- a. **Before** a Disaster
 - i. **Organization**
 - 1. The presbytery ought to appoint a **committee** to oversee disaster response.
 - 2. The committee ought to appoint a Regional Disaster Response **Coordinator** (RDRC) who has:
 - a. Leadership skills
 - b. Management skills
 - c. A heart for mercy ministry
 - d. Authorization to speak on behalf of the regional church.
 - 3. The committee ought to encourage churches to appoint a Local Coordinator with similar traits as the Regional Coordinator
 - 4. The Regional Coordinator ought to encourage local churches and families to be prepared to meet their needs and those around them in the event of a disaster.
 - *Carry each other's burdens...Gal 6:2*
 - ii. **Structures** need to be in place in order to mobilize volunteers and put into motion the chain of events of disaster response.
 - iii. **Information** needs to be gathered from each church prior to a disaster.
 - iv. **Volunteers'** contact information shall be gathered in advance of a disaster
 - v. **Supplies** should be on hand to enable ones family to survive after a disaster and to have left over to share with others.
 - vi. **Training** should be coordinated regionally and locally.
- b. **After** a Disaster
 - i. **Neighboring presbyteries** ought to be prepared to come alongside an overwhelmed presbytery.
 - ii. **Prayer requests** ought to be communicated to the presbytery.



- c. Other
 - i. This document ought to be continually improved over the years.

3. PROCEDURE (HOW)

- a. Establish a new committee or direct an existing committee to take oversight of disaster response. **This committee shall be expected to:**
 - i. Elect a Chairman, Vice Chairman, and Secretary and appoint other officers, as necessary.
 - ii. Meet as required.
 - iii. Appoint a **Regional Coordinator** and an **Alternate**. Normally, this would be the Chairman and the Vice Chairman, respectively.
 - iv. **Advise** the Regional Coordinator as required.
 - v. **Inform** the OPC Disaster Response Coordinator (National Coordinator) and the Stated Clerk of the Presbytery of the names and contact information of the Regional Coordinator and the Alternate.

- b. The **Regional Coordinator** shall be expected to:
 - i. **Before** a Disaster
 1. Develop a **database** of resources in the region to be used in the event of a disaster.
 2. Gather contact info for **volunteers**, including their availability and skills.
 3. **Educate** the presbytery in the area of disaster response.
 4. **Gather** geographic, demographic, and readiness status of each church in the presbytery.
 5. Encourage each church to consider the appointment of a **Local Coordinator** who, in turn, shall gather geographic, demographic, and readiness status of each of its members.
 6. Complete, with the help of each Local Coordinator, a survey of church members' **interests and skills** (see Appendix A).
 7. Communicate to the **National Coordinator** periodically on matters concerning disaster response and regional actions.
 8. Consider reaching out to "Volunteer Organizations Active in Disaster" (**VOAD**) in the region.
 9. Communicate with **sister denominations** about cooperating on disaster relief.
 10. **Receive calls** from National Coordinator, Local Coordinators, government agencies, or volunteer agencies.
 11. Conduct **rehearsals** for the purpose of assessing disaster readiness in the presbytery.
 12. Facilitate **training** and providing information about training opportunities for churches and volunteers.
 - a. Training ought to include proper **etiquette** for volunteers, such as, flexibility, patience and safety



when responding and respect when working on disaster victims' property.

- b. Volunteers should also be **cautioned** about entering a disaster zone uninvited, as this can cause problems for local officials and emergency operations centers and/or the local OPC church.

ii. **Anticipating** a Disaster

1. **Alert** volunteers that they might be called to serve.
2. **Purchase** necessary consumables, such as fuel, etc.
3. **Stage** equipment, if applicable.

iii. **After** the Disaster

1. **Survey** those in the affected area for status
2. **Assess** the damage and the ways to help.
3. Identify an “**Operations Center**”.
4. Identify the material, financial, and volunteer **needs**.
5. **Communicate** the need for assistance regionally, to neighboring presbyteries, to the National Coordinator, and/or to VOAD.
 - a. For prayer.
 - b. For volunteers.
 - c. For resources.
6. Establish a “**Volunteer Staging Area**” and coordinate volunteer lodging and meal information in coordination with the National Coordinator.
7. **Coordinate** the dispatching of disaster response teams and volunteers.
8. **Report** to the committee after a disaster response effort is completed.

Appendices A-D (under separate cover):

- A. Church Member Disaster Response Interest and Skills Survey
- B. Church Potential for Disaster Response
- C. Key People in the OPC, State, County, City, and Community
- D. Family Disaster Information

Appendix A
CHURCH MEMBER
DISASTER RESPONSE INTEREST AND SKILLS SURVEY



Name: _____
 Street Address: _____ Home Phone: _____
 City/State/Zip: _____ Work Phone: _____
 E-mail: _____ Cell Phone: _____
 Church: _____ Church Phone: _____
 Church Address: _____

Would you be interested in assisting with a disaster relief project by our church? In this community?
 In this county? Within the Presbytery? In this state? In the USA? Internationally?

How much lead-time would you need to get ready to participate in a project? _____

INTEREST/EXPERIENCE/TRAINING

Check the disaster ministries that interest you. Place **two checks** by areas where you are experienced.

- | | | |
|--|--|---|
| <input type="checkbox"/> Advisory/advocacy | <input type="checkbox"/> Driver | <input type="checkbox"/> Reconstruction team |
| <input type="checkbox"/> Bulk distribution | <input type="checkbox"/> Elderly care | <input type="checkbox"/> Repair (emergency) |
| <input type="checkbox"/> Caring for pets | <input type="checkbox"/> Employment assistance | <input type="checkbox"/> Resources/logistics |
| <input type="checkbox"/> Casework | <input type="checkbox"/> Evacuation of persons | <input type="checkbox"/> Safety |
| <input type="checkbox"/> Chainsaw crew/tree removal | <input type="checkbox"/> General handyman | <input type="checkbox"/> Salvage |
| <input type="checkbox"/> Child care | <input type="checkbox"/> Housing coordinator | <input type="checkbox"/> Sanitation |
| <input type="checkbox"/> Cleanup crew/debris removal | <input type="checkbox"/> Interpreter/translator: | <input type="checkbox"/> Security |
| <input type="checkbox"/> Clerical assistant | Language(s) _____ | <input type="checkbox"/> Shelter management or care |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Legal aid | <input type="checkbox"/> Site manager |
| (including Ham Radios) | <input type="checkbox"/> Meal preparation | <input type="checkbox"/> Special needs care |
| <input type="checkbox"/> Computers | <input type="checkbox"/> Medical emergency team | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Counseling | <input type="checkbox"/> Prayer team coordinator | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Damage assessment | <input type="checkbox"/> Procurement | |

Check if you have **specialized training** in the following (please add comments below):

- | | |
|---|---|
| <input type="checkbox"/> Advanced first aid and CPR | <input type="checkbox"/> Heavy equipment operator |
| <input type="checkbox"/> Bricklayer | <input type="checkbox"/> Mass Feeding |
| <input type="checkbox"/> Carpenter | <input type="checkbox"/> Nurse |
| <input type="checkbox"/> Chaplain | <input type="checkbox"/> Paramedic |
| <input type="checkbox"/> Crisis counseling | <input type="checkbox"/> Physician |
| <input type="checkbox"/> Disaster relief | <input type="checkbox"/> Plumbing |
| <input type="checkbox"/> Dry walling/Painter | <input type="checkbox"/> Roofer |
| <input type="checkbox"/> Electrician | <input type="checkbox"/> Safety |
| <input type="checkbox"/> Emergency child care | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Evangelism | |
| <input type="checkbox"/> General contractor | |

Appendix B
CHURCH POTENTIAL FOR DISASTER RESPONSE



The following may be available during disaster response in or near our community:

Church Facilities

- Classrooms
- Dining room
- Dumpster
- Fellowship hall
- Food bank
- Gymnasium
- Ice makers
- Kitchen
- Nursery
- Outside electric hookup
- Outside sewage hookup
- Outside water hookup
- Refrigerators/freezers
- Rest rooms
- Showers
- Storage/vacant buildings
- Other _____

Communication Equipment

- Cell phones
- Ham Radios
- Satellite phones
- Other _____

Equipment

- Air compressors
- Chainsaws, etc.
- Generators
- High volume pumps
- Oxygen tanks

- Portable stoves
- Power painters
- Power washers
- Sanitation equipment/supplies
- Submersible pumps
- Other _____

Vehicles

- 4x4's
- Aircraft
- ATVs
- Back hoes
- Boats
- Bobcats
- Buses
- Campers/RVs
- Cargo Trailers
- Dump trucks
- Front loaders
- Portable showers
- Tractor-trailers
- Flat bed trailers
- Trucks
- Vans
- Other _____

Construction Supplies

- Electrical
- Hardware
- Lumber
- Plumbing

- Other _____

Medical Supplies

- Crutches
- First-aid kits
- Medical supplies
- Wheelchairs
- Other _____

Supplies

- Cots
- Drinking Water
- Ice
- Non-perishable food
- Sanitizing liquids
- Tarps
- Tents
- Other _____

Tools

- Brooms/mops
- Electric extension cords
- Garden hoses
- Hand tools
- Paint brushes/rollers
- Power tools
- Rakes
- Shop vacuums
- Shovels
- Other _____

Appendix C
KEY PEOPLE IN THE OPC,
STATE, COUNTY, CITY, AND COMMUNITY



After listing the officials, list any church members or friends who may work in a particular office or agency. Sometimes, the personal contact is helpful.

Title	Name	Contact Information
ORTHODOX PRESBYTERIAN CHURCH		
OPC Disaster Response Coordinator	David Nakhla	(562) 760-7606 opcdisasterresponse@opc.org
Presbytery Disaster Preparedness & Response Committee Chairman		
Presbytery Disaster Response Coordinator		
Presbytery Disaster Response Alternate Coordinator		
Local Church Disaster Response Coordinator		
STATE GOVERNMENT		
State Representative		
State Senator		
Office of Public Safety or Emergency Management		
Area Coordinator		
COUNTY OFFICIALS		
Emergency Mgmt Director		
Commissioner or Judge		
Sheriff		
Fire Marshal		
CITY OFFICIALS		
Emergency Mgmt Director		
Fire Chief		
Fire Marshal		
Council Member		
VOLUNTEER ORGANIZATIONS		
American Red Cross		
The Salvation Army		
VOAD		
OTHER CONTACTS		

Appendix D
FAMILY DISASTER INFORMATION



Last Reviewed by: _____ Date: _____

Family Name: _____

Street Address: _____ Home Phone: _____

City/State/Zip: _____ Work Phone: _____

E-mail (primary): _____ Cell Phone (primary): _____

E-mail (secondary): _____ Cell Phone (secondary): _____

Church (Name, City, State): _____ Church Phone: _____

Names and ages of persons living in the home: _____

Pets: No / Yes – names and breed: _____

Persons requiring special needs care: _____

Describe level of care: _____

Map from the church on file: No / Yes – Date last reviewed: _____

Closest Neighbor – Name: _____ Cell Phone: _____

Closest Neighbor – Address: _____ Distance from your home: _____

Church member (outside your own household) who lives the nearest to you.:

Name: _____ Address: _____

Closest Relative – Name: _____ Cell Phone: _____

Closest Relative – Address: _____ Home Phone: _____

Disaster Preparation Assets on Hand at Home:

- **City Water:** No / Yes - Details: _____
- **Well Water:** No / Yes - Details: _____
- **Gas:** No / Yes - Details: _____
- **Electric:** No / Yes - Details: _____
- **Back up power generation:** No / Yes - Details: _____
- **Four wheel drive equipment:** No / Yes - Details: _____
- **Boat with motor:** No / Yes - Details: _____
- **Ham radio:** No / Yes - Details: _____
- **Storm Cellar:** No / Yes - Details: _____
- **Chain saws:** No / Yes - Details: _____
- **Underground fuel cells:** No / Yes - Details: _____
- **All-terrain vehicles:** No / Yes - Details: _____

REPORT OF THE COMMITTEE ON DIACONAL MINISTRIES

SYNOPSIS

- I. PROFILE
- II. MINISTRIES
 - A. MINISTRY TO THOSE IN NEED WITHIN THE OPC
 - B. MINISTRY TO THOSE IN NEED INTERNATIONALLY
 - C. MINISTRY TO THOSE AFFECTED BY DISASTERS
 - D. MINISTRY TO AND THROUGH LOCAL DEACONS
 - E. MINISTRY TO AND THROUGH MISSIONARY DEACONS
 - F. MINISTRY TO MINISTERS AND THEIR WIDOWS
 - G. MINISTRY THROUGH THE SHORT-TERM MISSIONS COORDINATOR
- III. ADMINISTRATION
- IV. RECOMMENDATIONS
- V. BUDGET
- VI. FINANCIALS
- VII. ELECTIONS
- VIII. ADDENDUM

*1 But now thus says the Lord,
 he who created you, O Jacob,
 he who formed you, O Israel:
 "Fear not, for I have redeemed you;
 I have called you by name, you are mine.
 2 When you pass through the waters, I will be with you;
 and through the rivers, they shall not overwhelm you;
 when you walk through fire you shall not be burned,
 and the flame shall not consume you.
 3 For I am the Lord your God,
 the Holy One of Israel, your Savior...
 18 Remember not the former things,
 nor consider the things of old.
 19 Behold, I am doing a new thing;
 now it springs forth, do you not perceive it?
 I will make a way in the wilderness
 and rivers in the desert.
 Isaiah 43:1-3, 18-19*

Out of the cold hard winter springs new life. Those early buds represent the first fruits of good things to come and serve as reminders of the hope of that redemption that can be found only in the Lord Jesus Christ, who will make all things new. After reporting on a very difficult 2017, a year marked indelibly in our minds by the triple whammy of Hurricanes Harvey, Irma, and Maria, the Lord blessed us with a year of new things. The year 2018 saw the Committee on Ministerial Care springing to full life, and taking over the ministry to retired ministers from the CDM. In 2018, the Lord opened the way for some unutilized disaster response funds to be put to good use in sending an evangelist to Houston, TX, to bring a ministry of mercy in Word and deed to those impacted externally and internally by the devastating Hurricane Harvey. In 2018, the CDM was invited to participate in funding the evangelist sent to Clarkston, GA, to minister to the large settlement of refugees there. In 2018, after years of praying, a missionary doctor was called to serve in Karamoja, Uganda, funded by the CDM. Later in 2018, another diaconal laborer, who serves as a facilities engineer/missionary deacon, joined the mission in Karamoja. And, finally, after almost a decade of serving in this capacity, the CDM Administrator was able to take time to produce a series of talks on the Ministry of Mercy (the biblical and reformed foundations for the office of deacon in Reformed and Presbyterian churches), gleaned from many publications on the work of the diaconate collected over the years. May the Lord be praised for these glimmers of hope even arising out of days of affliction.

2018 SUMMARY OF THE WORK

The work of the Committee on Diaconal Ministries (CDM) in 2018 can be summarized by the following actions:

- Participating in funding a portion of the ministry of some Presbytery Diaconal Committees.
- Providing funds for the diaconal ministry of five OP foreign mission fields.
- Providing funds toward rebuilding the housing for the staff of the Akisyon A Yesu Presbyterian Clinic (AYPC) in Uganda.
- Providing a substantial portion of the funds required to operate AYPC.
- Connecting with the diaconal committees of sister churches worldwide via the Diaconal Committee of the International Conference of Reformed Churches (ICRC).
- Supporting and promoting disaster response efforts to those affected by Hurricanes Harvey and Maria.
- Providing ministry funds for an evangelist/chaplain to minister in Word and deed to Hurricane Harvey victims in Houston, TX.
- Initiating and promoting disaster response efforts to those affected by Hurricane Florence.
- Communicating disaster response opportunities and reports via websites, Facebook, the *S.T.O.R.M. Report*, *The Mercy Minute*, and *New Horizons*.
- Providing ministry funds for an evangelist/deacon to minister in Word and deed to refugees in Clarkston, GA.
- Investigating the possibility of ministry to Eritrean refugees displaced in the country to the south of Egypt.
- Promoting interaction between deacons on a private Facebook group for OPC deacons.
- Communicating diaconal ministries and opportunities via *The Mercy Minute* quarterly newsletter.
- Producing five lectures on the Ministry of Mercy and presenting those in Colombia.
- Completing the transfer of oversight of the Obadiah Fund and its beneficiaries to the new Committee on Ministerial Care.
- Providing a full year of support for missionary doctor Flip Baardman in Uganda.
- Providing partial support for facilities engineer/missionary deacon Mark Van Essendelft in Uganda.
- Encouraging presbytery diaconal committees in the growth and development of their labors regionally.
- Supporting, promoting, and documenting short-term missions activities on five foreign and five domestic fields.

I. PROFILE

As an agency of the General Assembly, the CDM is entrusted with the responsibility of promoting the diaconal ministries of the OPC in those areas that are beyond the province and/or capacity of the local or regional diaconates. Currently, the CDM consists of three ministers, two ruling elders, and four deacons.

The current members of the CDM are:

The Rev. T. Nathan Trice	(Minister, Matthews, NC, PrSE)	–	President
Mr. Seth B. Long	(Ruling Elder, Neon, KY, PrSE)	–	Vice-President
The Rev. Christopher B. Cashen	(Minister, Atlanta, GA, PrSE)	–	Secretary
Mr. John J. Voss, Jr.	(Deacon, Orland Park, IL, PrMW)	–	Treasurer
Mr. Ronald E. de Ru	(Deacon, Oak Harbor, WA, PrNW)		
Mr. Joel B. King	(Deacon, Orlando, FL, PrSO)		
The Rev. Ronald E. Pearce	(Minister, Hackettstown, NJ, PNJ)		
Mr. Christopher A. Sudlow	(Deacon, Wheaton, IL, PrMW)		
Mr. Alexander A. Zarek	(Ruling Elder, Franklin Square, NY, PrCTSNY)		

The CDM is blessed with experienced men. Its nine members represent over one hundred and ninety years of ordained service and come from five different presbyteries. Each member of the committee has exhibited

a zeal and interest in the ministry of mercy toward saints and strangers that is carried out in the Orthodox Presbyterian Church through the care and gifts of deacons.

Mr. David P. Nakhla (Ruling Elder, Glenside, PA, PrPH) serves as Administrator of the CDM.

CDM MEETINGS

The CDM meets two times per year: once in the spring and once in the fall. The fall meeting is typically the first meeting after which new elections to the committee are made at General Assembly, so the election of officers and subcommittees and other annual resolutions take place at this meeting.

The CDM met at Bethel OPC in Wheaton, IL, on March 22—23, 2018. Bethel OPC has been a good central location for our members to meet, three of them being from Illinois, and the others from the northwest, the southeast, and the east coast. The CDM gives thanks for the continued hospitality provided by Bethel OPC in opening their doors to the work of the committee.

The CDM met at the OPC Administrative Offices in Willow Grove, PA, on November 1—2, 2018. The fall meeting takes place at the OPC Administrative Offices in an effort to keep the CDM connected with the other work of the OPC.

It has become the practice of the CDM to meet annually with representatives of the Committee on Foreign Missions (CFM) to discuss matters pertaining to areas of ministry that overlap between the two committees. In 2018, due to the response efforts underway following Hurricane Florence, this meeting did not occur in September, as it typically does, but was moved to January 9, 2019. The discussions centered around the work being performed by the CDM-supported missionary doctor Flip Baardman and facilities engineer/missionary deacon Mark Van Essendelft in Uganda; the use of diaconal funds on various mission fields, including the plan for improving the housing for the staff of the clinic in Karamoja; and what the CFM anticipates requesting of the CDM in 2019. This meeting, like others in the past, proved fruitful toward aligning the work of these two committees. The executive committee of the CDM and its administrator served to represent the CDM.

THE ADMINISTRATION AND FINANCE SUBCOMMITTEE

The Administration and Finance Subcommittee (AFS) serves the CDM by overseeing and evaluating the work of the CDM Administrator, considering changes to compensation, proposing budgets, reviewing financials, and other related tasks.

The administrative work of the CDM is centralized at the Administrative Offices of the OPC in Willow Grove, PA. Through the course of the year, the CDM Administrator receives and sends out all the correspondence for the committee, prepares the meeting agendas, and prepares the CDM's report to the General Assembly. Additionally, he collates the financial reports of the CDM, utilizing the financial structures put in place by the Committee on Coordination. Since 2006, the CDM's financials have been included in the annual independent accountant's review of the combined financial statements of the program committees of the OPC and are always available for review.

II. MINISTRIES

A. MINISTRY TO THOSE IN NEED WITHIN THE OPC

The CDM is privileged to be able to respond to appeals for aid for individuals in need within the OPC using funds entrusted to it through the faithful giving of churches and individuals.

In striving to follow a Presbyterian structure:

- The CDM requires that appeals for individual aid first be presented at the local level to a board of deacons.

- If the need cannot be met locally, it may be presented at the regional level to the Presbytery Diaconal Committee (PDC).
- If the presbytery finds that it cannot meet the need, it may present it at the denominational level to the CDM.

This process ensures that, by the time the need reaches the CDM, the local and regional bodies have had ample opportunity to examine the need and to concur in their decision to present it to the CDM. It also makes them better prepared to provide local oversight of the situation if aid is granted by the CDM.

The procedure and form for requesting aid for an individual in need can be found under “Resources: Requesting Aid,” on the diaconal ministries webpage at OPC.org/committee_dm.

THE AID REQUEST SUBCOMMITTEE

The Aid Request Subcommittee (ARS) serves to receive and evaluate requests for financial help and prepare recommendations for the CDM to consider. This enables the CDM to be more timely and thorough in its response to such requests.

SERVING A FAMILY IN NEED

In 2018, the CDM continued to partner with an OPC presbytery in providing monthly financial assistance to a family who, due to a violent crime committed against them which rendered the husband permanently impaired, found themselves relying heavily on the church to meet their daily needs. The presbytery diaconal committee, working closely with the local deacons, continues to provide diligent oversight of the situation. This enables the CDM to participate with confidence that good accountability and care is in place locally. This relationship began in 2011. The CDM funded the requested amount of \$21,000 for this family in 2018.

PHILADELPHIA SCHOLARSHIPS

From 1970 through 2017, the CDM worked with OPC congregations in Philadelphia to provide an alternative to the dangerous local inner-city public school system by assisting church families with the payment of Christian school tuition. The decreasing number of participants in this program over the past several years reflects the decreasing size and number of OPC churches in the city of Philadelphia, such that in 2018 no funds were requested or disbursed for this purpose.

B. MINISTRY TO THOSE IN NEED INTERNATIONALLY

The unity and universality of the Church are compelling reasons for diaconal assistance to be extended to needy brothers and sisters around the world, primarily to those within the OPC, but also to those with whom the OPC has ecclesiastical fellowship, and to others, as the CDM has opportunity and resources to meet such needs.

A fine way for the CDM to do this is to partner with the CFM in supplying many of the OPC’s foreign fields with funds so that they can minister to needy situations that arise there. It does not happen often, but OPC-affiliated missionaries may also present the CDM with diaconal needs that they face in their labors. And, on occasion, sister denominations in foreign lands may also present to the CDM opportunities to partner in ministries of mercy.

TYPES OF INTERNATIONAL REQUESTS

Whatever the source of the requests, the CDM classifies requests in one of three ways: “recurring” requests, “special” requests, or “emergency” requests:

- Recurring requests are defined as those that the requesting party has made previously and is now once again requesting. The typical frequency for a recurring request is annually.

- Special requests are defined as those that arise out of a new need or opportunity that the Lord places before a particular part of His church. Special requests are typically one-time requests, but may subsequently become a recurring request if appropriate.
- An emergency request is defined as a need that arises suddenly in the Lord's providence and warrants immediate attention.

The process by which international entities can bring one of these three types of requests to the CDM is contained in Section XI of the CDM Manual (rev14a). Through this process, the CDM was thankful to be able to grant the full amounts requested through the CFM by the following OP foreign mission fields in 2018:

Field	2018 Actual	2019 Budget	2020 Budget	Past 10 Yrs. Actual (Total)
China	\$0	\$0	\$0	\$96,000
Eritrea	\$3,500	\$13,000	\$13,000	\$17,741
Ethiopia	\$10,000	\$10,000	\$10,000	\$103,587
Haiti	\$3,500	\$4,000	\$4,000	\$62,400
Uganda – 2 Mission Stations	\$23,000	\$23,000	\$16,000	\$189,000
Uganda – Clinic Operations	\$55,570	\$65,500	\$65,500	\$543,260
Uruguay	\$250	\$300	\$300	\$250

DIACONAL MINISTRY IN CHINA

Dating back to 1999, the OPC, through its China Mission, has had a special opportunity to participate in a ministry of the love and mercy of Christ to people coming across the nearby river boundary slightly to the south of the mission's location. Due to the deterioration of some important relationships in this ministry and the resulting loss of accountability, the CDM's participation in this ministry was intermitted in 2018 at the request of the China Mission, explaining why no diaconal funds were disbursed for use in China this past year.

DIACONAL MINISTRY IN ETHIOPIA

Ethiopia is an active mission work of the OPC even though the Lord has not yet made a way for a full-time missionary to serve there. The indigenous church that has been planted there is the conduit through which the CDM is able to minister to some of the local diaconal needs. The CDM funds are primarily used to minister to young children from very poor homes, individuals who have been infected or affected by HIV, and others in the church who face various needs. In 2017 (the report for 2018 has not yet been received), the field reported that it ministered to nineteen young children from very poor homes in the amount of \$300 each, to five families affected by HIV in the amount of \$250 each, and to six couples or singles affected by HIV in the amount of \$170 each. It is reported that things are improving each year regarding the HIV crisis and thus a decreasing amount is required for this ministry. On the other hand, ethnic violence and political unrest is on the rise. As such, twenty-one families received a gift averaging \$240 each for various related needs.

DIACONAL MINISTRY IN HAITI

The OP Haiti Mission reports that the CDM's gift of \$3,500 in 2018 was used primarily to help with school fees and to cover medical expenses. After each expense was approved, a disbursement of only a percentage of the total request was made, mostly between sixty and seventy-five percent. This was in order to come alongside and do "with," not "for." By helping with school fees, the mission is supporting the type of education that will lead to a job and enable the student to provide for himself and contribute to the local church, rather than post-high academic education that rarely leads to a profitable career.

HOUSING FOR HAITI EARTHQUAKE VICTIMS

In 2018, the OP Haiti Mission discovered that five families in the Port-au-Prince congregation continued to suffer from difficult housing situations in the aftermath of the earthquake that struck Haiti in 2010. Each family had property, but the shelter on the property was either unsafe, insecure, or unsuitable to their needs. The CDM provided \$28,000 of the remaining Haiti earthquake relief funds for use in building a home for each of these families. Rev. Octavius Delfils engaged a local engineer and company to build the homes. The work was completed in two months. The names of the families blessed by these homes are Assenette Clergé, Loumie Micial, Marie Marcel, Maudline Phyllis, and Donia Delfils. The OPHM gives thanks for this opportunity to minister mercy to these saints in this way.

DIACONAL MINISTRY IN UGANDA

The OP Uganda Mission's stations in Mbale and Nakaale (Karamoja) each receive funds from the CDM for use in ministering to the needs of those in the local churches. In Nakaale, the diaconal mission funds are typically used for assisting the hungry, attending to those with emergency medical needs, and providing catastrophe relief. Many of these needs are coordinated through the Mercy Committee of Nakaale Presbyterian Church. This station also provides assistance in exchange for work, such as with the farm project. In Mbale, the diaconal mission funds are typically used to help pay for medical treatment and supplemental food for the widows in the village churches. The missionaries give thanks for this means to minister to the needs of the congregations, reducing the number of those who approach them directly for aid; those in need of assistance now know to present their needs to their local deacons.

AKISYON A YESU CLINIC IN UGANDA

The OP Uganda Mission has quite a vibrant diaconal component to its ministry in Nakaale, where the Akisyon A Yesu (Compassion of Jesus) Presbyterian Clinic is a significant operation. The clinic, with its staff of thirty indigenous workers (twenty of whom are Karamojong), served 13,838 patients in 2018. While patients are asked to pay a small portion of the costs of their visit, much of the operation of the clinic is subsidized by funds received from the CDM. The clinic is intentional about serving as a form of outreach with the hope that many who come to it from far away villages will have exposure to the gospel that they might not otherwise receive, while also receiving quality medical care. In 2018, the clinic was once again staffed with a missionary doctor after a few year's vacancy. Dr. Flip Baardman stepped into this role shortly after the clinic began operating in its new facilities completed in 2017. Missionary associate Christopher Verdick has been faithfully serving as the medical administrator for the clinic for the past several years.

With the improved clinic facilities, the next step is to improve the dilapidated staff housing. The CDM contributed the \$21,000 that was requested for this effort in 2018, although the project is still in the planning stages. The mission feels that improved staff housing will be essential toward recruiting quality staff.

WELLS IN UGANDA

In recent years, the Uganda mission has been making a concerted effort to make good on promises to help provide pure drinking water in the villages of church members around Mbale. This is one of the best ways to improve the health of a community. A sustainable drinking water source in Uganda typically comes in the form of a bore hole --- a well that is drilled one hundred or more feet down into the earth. The CDM has been blessed to provide the funds to enable the mission to pay the costs of drilling several wells each year.

KARAMOJA EDUCATION OUTREACH

Karamoja Education Outreach (KEO) is a ministry of the Nakaale station of the OP Uganda Mission. The goal is to reach out in ways that provide a good foundation to children entering school, encourage local teachers in their work, and stimulate family involvement in education. In 2018, the CFM requested the CDM to consider involvement in this effort. The CDM was pleased to provide some initial funding this year.

DIACONAL MINISTRY FOR MISSIONARIES

In addition to ministering diaconally *through* our missionaries, there are times when the CDM also ministers diaconally *to* our missionaries. Occasionally, circumstances on the field have enabled the CDM to be a blessing directly to those who labor for the gospel. The CDM looks forward to further opportunities to bring such relief to beloved OPC missionaries.

INTERNATIONAL DIACONAL NETWORK

Through the service of its Administrator on the seven-member Diaconal Committee of the International Conference of Reformed Churches (ICRC, of which the OPC is a member), the CDM has been able to network with diaconal bodies of sister reformed and Presbyterian churches around the world. The objective of the committee is to learn from each other and foster fellowship and cooperation in their various diaconal ministries. This committee met quarterly in 2018, making plans for a weeklong face-to-face meeting in the summer of 2019. In November, the CDM was given the opportunity to present on the work the Lord is doing through it at the annual meeting of the National Association of Presbyterian and Reformed Churches (NAPARC). This report was well received and provided an occasion to thank sister churches that came alongside the OPC in various disaster response efforts in recent years. Only time will tell how the Lord might use these fraternal relations of fellowship and communion toward furthering the ministry of mercy worldwide.

C. MINISTRY TO THOSE AFFECTED BY DISASTERS

A major disaster to which the CDM might respond has been defined as “a calamity which arises suddenly and unexpectedly, resulting from an identifiable natural or man-made event like an earthquake, volcano, tsunami, flood, hurricane (or typhoon), famine caused by drought, large-scale civil unrest or rioting, or war, which directly injures the persons and property of tens of thousands of people in a defined geographical area.” Disasters produce excellent opportunities to demonstrate the concern and compassion of the church for those who are hurting, bearing a tremendous testimony to the mercy that has been shown to us; we love, because He first loved us.

DISASTER RESPONSE TO CHURCH MEMBERS

In addition to major disasters, the CDM stands ready to bring assistance to those affected by disasters of much smaller magnitude but where OPC members or property have been directly impacted. This ministry to the household of faith is a tangible outworking of the communion of saints, as the Westminster Confession states, “and, being united to one another in love, they have communion in each other’s gifts and graces, and are obliged to the performance of such duties, public and private, as do conduce to their mutual good, both in the inward and outward man.” (WCF XVI:1)

DISASTER RESPONSE SUBCOMMITTEE

The CDM’s Disaster Response Subcommittee (DRS) works closely with Mr. Nakhla in his role as the OPC Disaster Response Coordinator. It oversees the OPC’s disaster response efforts from beginning to end, acting as a sounding board for the Coordinator, and advising and giving consent to particular disaster response actions and activities. Since ministering to those affected by disasters is still a developing ministry in the OPC, the DRS continues to work toward enhancing and refining the disaster response policies and procedures of the CDM.

DISASTER RESPONSE EQUIPMENT

The CDM owns several trailers and other equipment such as chainsaws and generators, which have accumulated over the years in responding to disasters. This equipment is typically maintained and stored in New Jersey in a pole barn constructed for this purpose. This equipment is available to OP churches and could be deployed as needed during a disaster. That said, the CDM increasingly finds that the equipment

needed differs from one disaster to the next. As such, the CDM is prepared to purchase the equipment that a pending disaster response effort might require. For instance, in North Carolina following Hurricane Florence, the main equipment required was commercial dehumidifiers, given the challenge of seeking to dry out homes in a humid environment.

The OPC Disaster Response logo is meant to communicate to those in the disaster zone a message of hope that is found in the cross, even amidst a disaster scene. The logo consists of a cross standing out against a gray and red swirling hurricane symbol. This logo, worn by volunteers or displayed on vehicles, may make it clear to the watching world that the work being carried out is done on behalf of the church and in the name of Christ. Vests, caps, truck decals, identification stickers, and lawn signs imprinted with the logo are part of the disaster response tools, equipment, and paraphernalia that are ready for use by teams during OPC disaster response efforts. In Houston, signs with this logo were posted in front of the homes of those to whom volunteers brought a ministry of mercy in the name of Christ.

HURRICANE HARVEY

Hurricane Harvey devastated the greater Houston area with unprecedented flooding August 26—30, 2017 (details on that can be found in the report to the 85th General Assembly). The disaster response efforts begun in 2017 continued in various forms throughout 2018.

The work continued to be overseen by the Houston Temporary Operating Committee, consisting of Regional Disaster Response Coordinator Steve Larson (Cornerstone OPC, Houston, TX), Regional Home Missionary the Rev. Mark Sumpter (Presbytery of the Southwest), and OPC Disaster Response Coordinator David Nakhla. This committee was formed in October 2017 with the concurrence of the sessions and diaconates of the OPC churches in Houston: Providence and Cornerstone. As of the writing of this report, this committee continues to serve as the decision-making body to which the various coordinators report. This committee met ten times in 2018.

Deacon Jeff Davis (Cedar OPC, Jenison, MI) continued his service as site coordinator, with his wife Gloria serving as the hospitality coordinator. The Davises served through early April at which time deacon Fred de Ru (Grace OPC, Wasilla, AK), who had been serving as a long-term skilled worker since mid-December, agreed to carry on the role of site coordinator. He continued in that capacity until mid-October when he was released from his duties in Houston to take up similar labors in support of the Hurricane Florence disaster response efforts in North Carolina. Long-term volunteers like this are key to the vitality of this type of disaster response effort. The disaster response ministry in Houston owes Mr. and Mrs. Davis and Mr. Fred de Ru a significant debt of gratitude for their contributions.

At about the same time that Fred took over the role of site coordinator, the number of volunteers was starting to wane. One team came in May, and two in June. Except for one team in July that had been scheduled since the early spring, a hiatus was called for the very hot and humid months of July, August, and September, with the goal of restarting the efforts in October. As it turned out, OPC Disaster Response did not receive a single volunteer application in the fall. This was providential in that Hurricane Florence struck the North Carolina coast in September and Fred de Ru was able to be transferred to North Carolina to serve as site coordinator there.

The ministry efforts in Houston from January through July 2018 were blessed by receiving one hundred and fifty-eight volunteers from thirteen states. The names of the volunteers who generously gave of their time and talents are listed in the addendum to this report. This does not include the countless volunteers from the two local OPC congregations who served in so many ways, such as providing hospitality, cooking meals, paying bills, and lending a hand. The CDM would like to thank not only those who responded to the call for help by coming to serve as volunteers, but also the many churches and individuals who participated in sending them. In 2018, volunteers came from eleven OPC churches, five United Reformed churches (through our partnership with Mr. Rob Brinks of Reformed Missions Services), other reformed churches and schools, and the Bible Presbyterian Church. This was a true picture of the unity of the brethren as described in Psalm 133!

Janet Morgan (Church of the Covenant OPC, Hackettstown, NJ) served as the coordinator of a campaign during which thank-you notes and four-by-six inch “Pray for OPC Disaster Response” magnets were sent to hurricane relief volunteers on record as of July 31, 2018.

HURRICANE HARVEY EVANGELIST

One final exciting development in Houston was the calling of what might just be the OPC’s first full-time disaster response evangelist/chaplain. Realizing there were leftover disaster response funds, and seeing that the impact of a disaster may be as much emotional, psychological, and spiritual as it is physical, the Houston Temporary Operating Committee, with the encouragement of the CDM’s Disaster Response Subcommittee, presented to the Home Missions Committee of the Presbytery of the Southwest (PSW) the idea of using disaster response funds to call a minister for a two-year assignment to knock on doors and present a gospel ministry to Houstonians whose hearts may have been softened by the Lord by means of the circumstances surrounding Hurricane Harvey.

The PSW adopted our proposal and a search committee identified the Rev. Nick Lamme for this very task. Mr. Lamme, being bilingual (Spanish and English) and accustomed to making cold contacts, seemed to be a perfect fit for this role in the greater Houston area. In November, Mr. Lamme was installed. The CDM is coming alongside the funding provided by both the Committee on Home Missions and Church Extension (CHMCE) and the PSW, by making available \$100,000 (\$50,000 per year over two years) of unused disaster response funds toward Mr. Lamme’s salary, and \$20,000 for the purpose of getting him and his family to the field.

HURRICANE IRMA

Hurricane Irma struck Florida on Sunday, September 10, 2017 (details on that can be found in the report to the 85th General Assembly). In January 2018, OPC Disaster Response Coordinator David Nakhla traveled with Regional Disaster Response Coordinator Joel King (deacon, Lake Sherwood OPC, Orlando, FL) to Key West, FL, to assess any remaining needs. While they found some remaining needs, it became clear that the need for a continued denomination-wide disaster response effort in Florida had come to an end.

HURRICANE MARIA

Hurricane Maria ravaged Puerto Rico on Wednesday, September 20, 2017 (details on that can be found in the report to the 85th General Assembly). The impression gained from an initial assessment trip in October 2017 was that the need was not for work teams per se, but rather for the ministry of presence, mainly due to discouragement and isolation resulting from the loss of communications systems. As such, members of the Presbytery of New Jersey’s Puerto Rico Disaster Response Committee (PRDRC), consisting of the Rev. Tom Church, the Rev. Richard Ellis, elder David Haney, and elder Ed Kauffman) began to make periodic visits to Puerto Rico to encourage the saints there.

Utilities were slowly restored to Puerto Rico. By early 2018, all OPC homes, to our knowledge, had power restored and were able to resume operating as modern homes with all the usual conveniences. About five months after Maria, the PRDRC became aware of a few OPC families that had sustained significant damage to their homes. In March 2018, Mr. Nakhla again visited the island, this time accompanied by Mr. Rob Brinks, director of Reformed Missions Services (RMS), a non-profit of mostly URCNA members that sends out short-term teams for various work projects. A house-to-house assessment of property damage suffered by members of the OPC church plant in Arroyo was made, and it soon became apparent that there were indeed needs that could be addressed by use of the funds donated toward Hurricane Maria relief, and the opportunity for teams to go help.

The ministry efforts in Puerto Rico in 2018 and early 2019 were blessed by receiving twenty-seven volunteers from four states. In May, Mr. Brinks led a joint RMS/OPC team of four men to serve in Arroyo, PR; they repaired the roofs on several homes. In November, a team of three from New Hope OPC (Frederick, MD), joined a team of four from Heritage OPC (Royston, GA), led by the Rev. Mike Myers. This team rebuilt a large deck, repainted a home, and prepared roofs for repair. In late December, an RMS

team of nine from Michigan served at the home of the Rev. Bradney Lopez in Arroyo, removing a blockwall in front of the house and painting the outside of the house. The team also painted the exterior of the home of an elderly person connected with the church, and cleaned up the property of an infirm church member whose home had been completely knocked down by the storm. Finally, a team of seven from Redeemer OPC (Ada, MI), travelled to Arroyo in January 2019 to form and pour columns for a new porch to be added to the home of Mr. Lopez, which should help increase the ministry usefulness of this small home. All the work of these teams more than completed the repair to damage caused to OPC homes by Hurricane Maria. The teams, their work, and their presence brought much encouragement to the saints there. The names of the volunteers who generously gave of their time and talents are listed in the addendum to this report.

A unique component of the disaster response efforts in Puerto Rico was how the churches of the Presbytery of New Jersey took turns, monthly, in coming alongside the two established OPC churches affected in San Juan by assisting them in the payment of their mortgages. The assisting church not only sent the contribution directly to the affected church, but accompanied that financial contribution with a note of encouragement, in hopes that the Lord would use this tangible expression of love and concern to increase the fellowship amongst the churches of the presbytery. This ministry was carried out all through 2018 with much enthusiasm and is being considered for continuation in 2019. A significant result of this particular ministry was that each of the two OPC congregations in San Juan were able to report a significant degree of financial stability one year after Maria.

HURRICANE FLORENCE

The much-forecasted arrival of Hurricane Florence finally occurred on September 14, 2018, in Wrightsville Beach, NC, as a Category 1 hurricane. Florence caused a storm surge of as much as ten feet above sea level in New Bern, NC, causing the Neuse River to overflow its banks and sweep into this historic town. Wilmington, NC, experienced a record-breaking storm tide at 3.6 feet above high tide on that same day. Florence was a slow-moving storm and proceeded to dump up to thirty-five inches of rain on the entire state of North Carolina and most of South Carolina, much of that water then flowing back toward the ocean and causing the already burgeoning waterways to crest many days after Florence had moved on. Due to such flooding, the city of Wilmington was cut off from the rest of the state for almost a week.

As has been stated in recent reports, the CDM has been encouraging presbyteries to take on more ownership of disaster preparedness and response efforts. Thankfully, the Presbytery of the Southeast (PSE) has taken that encouragement and is now one of the best prepared presbyteries in the OPC. Their presbytery diaconal committee was able to build on the foundation of disaster preparedness previously laid in the presbytery. (Each church has a disaster response coordinator identified, and a system in place to keep track of its members before, during, and after a cataclysmic event). As such, under the able leadership of Mike Cloy (elder, Reformation OPC, Gastonia, NC) and Tim Hopper (deacon, Shiloh OPC, Raleigh, NC), contact was made with all the churches of the presbytery days before Florence even struck, an accounting of all members was completed (i.e., which families left and which were sheltering in place), and contingency plans were established.

A team of seven (five brothers and two other men) from four states arrived in North Carolina before the storm hit, equipped with emergency rations and equipment. They staged their gear in a warehouse in Wilmington, NC, and then assisted in checking on affected OPC families before the storm. This disaster response team (“DRT,” as they affectionately became known), was able to accomplish much work in the name of Christ. This was a new stage of disaster response work for the OPC for which we give thanks, and from which we can learn how we might mimic such proactiveness in future disasters.

Tim Hopper prepared an excellent overview of this process in an article entitled *Ready for the Storm*, published in the December 2018 issue of *New Horizons*. Tim concluded:

“The development of a response plan by the disaster response team and diaconal committee of the PSE, in conjunction with information from local church officers, allowed us to ensure that each of our church members was accounted for and property damages were assessed once the storm hit. We

estimate that the work done by the disaster response team saved recipients over \$100,000 in tree cutting, driveway and road clearing, tarping, pumping water, and demolition of flooded properties.”

Covenant OPC (New Bern, NC), and Trinity Reformed OPC and Heritage OPC (Wilmington, NC), all had families who suffered flooding and downed trees. For some, the flood waters entered their homes, requiring the costly process of opening walls and floors to kill the mold, clean, and dry out. Since the coastline of North Carolina has such a naturally humid environment, the process of drying out saturated homes was not an easy one. Thankfully, for many church members, the water level did not rise high enough to enter into their homes, but it did flow under their homes, getting trapped in the crawl space, depositing contaminants and creating a moist environment ripe for the spread of mold and other biological hazards. As such, much of the disaster response effort has been engaged in the effort to dry homes with the use of commercial dehumidifiers, purchased mostly with the use of a \$10,000 gift donated to OPC Disaster Response for the express purpose of purchasing equipment. These efforts benefited very much from the expertise of Jim Flanagan (Covenant, New Bern), who providentially has decades of experience in disaster recovery work.

Feedback from homeowners that was posted on Tim Hopper’s Facebook page included:

“Thank you so much for your hard work and dedication. You were a great witness for Christ everywhere you went.”

“Thank you so much for helping C. get this work done on her house - you have indeed been the hands and feet of Jesus to her.”

“Thank you so much for checking on our home. We are resting easier now knowing what's going on and what to expect when we come back. Praying for your safety.”

“Love that the OPC is there caring for its people in time of need!”

On September 22—28, 2018, the OPC Disaster Response Coordinator performed an initial assessment, visiting the affected churches, their officers, and as many affected families as possible. He quickly discovered how far apart the families of these churches live. In his six days on the ground, he was able to visit about fifteen homes, churches, or places of business of OPC members, but drove over 900 miles to do so. Distance has certainly proved to be just one of the complexities of the Florence disaster response efforts.

In preparation for welcoming volunteers, Maribeth Campbell (Matthews OPC, Matthews, NC), agreed to serve as the volunteer coordinator for Florence disaster response efforts. She is reached by emailing FlorenceVolunteers@opc.org. Each affected church in the area identified a hospitality coordinator to assist in providing food and lodging for volunteers: Sheila Theune (Covenant, New Bern), Elaine Hofland (Trinity, Wilmington), and Ellis Furst (Heritage, Wilmington). The ministry efforts in North Carolina have been blessed by receiving eighty-three volunteers from ~~fourteen~~ states. The names of the volunteers who generously gave of their time and talents are listed in the addendum to this report.

From the time that it was clear that OPC congregations had been affected, the Florence Disaster Oversight Committee (FDOC) was established. On this committee is represented the presbytery diaconal committee (chairman, Mike Cloy), the CDM (Seth Long), and each of the three affected OPC churches (deacon Scott Cormier, Covenant, New Bern), Matt Mitchell (Heritage, Wilmington), and Alec Liederbach (deacon, Trinity, Wilmington). The FDOC met by conference call six times in 2018.

In October 2018, Fred de Ru (Grace OPC, Wasilla, AK) was graciously released from his duties as site coordinator in Houston, which enabled him to relocate to North Carolina to take up the work of Regional site coordinator there. Fred, with his wife Brenda at his side, faithfully served in this capacity through the end of 2018, and continues to do so at the time of the writing of this report. The CDM gives thanks to the Lord for men such as Mr. de Ru, without whom these efforts would not be possible.

As of the time of this writing, the Florence disaster response efforts continue.

DISASTER RESPONSE DEVELOPMENT

In recent years, the CDM has sought to transfer more ownership of disaster response to the regional church. Typically, disasters are regional events. Those best suited to respond, at least initially, are those who are situated locally and regionally. And yet, historically, there has been little involvement of the regional church in OPC disaster response efforts. God's timing is always perfect, as seen in the fact that the transition of oversight of disaster response to the presbyteries was a significant theme not only at the 2016 Presbytery Diaconal Summit held in Geneva, IL, but also at the 2017 National Diaconal Summit held in Wheaton, IL. This providentially served as great preparation for the unfolding of three disasters in three presbyteries within three weeks of each other in August and September 2017 and then another major hurricane in September 2018.

The OPC churches in Houston banded together in taking responsibility for oversight of the Hurricane Harvey disaster response efforts. The Hurricane Maria disaster response effort has been overseen by a special disaster response committee of the Presbytery of New Jersey. And the Presbytery of the Southeast's diaconal committee, the CDM, and each of the three affected OPC churches, are all represented on the committee that oversees the Hurricane Florence disaster response efforts.

DISASTER RESPONSE LEADERSHIP

The Lord continues to raise up individuals to serve in leadership roles: the site coordinators (a key role without which there could be no disaster response effort), volunteer coordinators, hospitality coordinators, and regional disaster response coordinators. All have served faithfully with little fanfare or recognition, and most of them entirely without compensation. These unsung heroes are the backbone of disaster response efforts.

DISASTER RESPONSE VOLUNTEERS

There are also hundreds of volunteers, from far and wide, who have responded to the call to come and give of their time, talents, and energies. Some come for a few days. Others come for a few months. The typical length of service for volunteers is one week. Their contribution is indispensable. They bring a renewed sense of energy and vigor to those who have grown weary. They come ready to serve, and leave with some sense of accomplishment, but also with an even greater sense of being blessed by those they came to serve. As the Lord taught his people, "It is more blessed to give than to receive." Individuals who served in 2018 are listed in the addendum to this report. The CDM rejoices in all those who have responded to the call to serve with their time, treasures, and talents, and encourages those who have not been involved to consider what they might be missing!

DISASTER RESPONSE COMMUNICATION PORTALS

Disaster response has shared space with short-term missions for many years:

- OPCSTM.org: This website has served to promote and document both short-term missions activities and disaster response efforts for many years.
 - NOTE: In March 2019, a separate website for disaster response was launched at OPCDisasterResponse.org.
- OPC.org:
 - The STM page at OPC.org included disaster response updates throughout 2018.
 - The homepage at OPC.org had six disaster response feature articles in 2018.
- The *S.T.O.R.M. Report*: In 2018, the monthly short-term missions and disaster response e-newsletter included six special editions to keep the church updated on the impact of Hurricane Florence and the OPC's response effort.

In addition:

- The *OPC Disaster Response* page at Facebook highlights and provides links to volunteer opportunities and reports from disaster sites.
- In 2018, seven issues of *New Horizons* included disaster response-related articles, news items, or advertisements.

REFUGEE MINISTRY – INTERNATIONAL - GREECE

In 2014, many in the OPC began to ask the CDM how they might participate in bringing relief to those suffering in the worldwide refugee crisis. Given the level of interest, and the severity of the situation, the CDM committed to search for good ministries to which gifts designated for refugee relief could be sent. In the course of its search, it discovered the work of the Greek Evangelical Church (GEC), which ministers to the needs of refugees fleeing from the Middle East as they pass through Greece on their way to Germany. Funds were sent to the GEC and a site visit was carried out in 2017 (details of that trip can be found in the report to the 85th General Assembly). This visit affirmed the CDM's belief that effective diaconal ministry to refugees (and other vulnerable people groups) is best carried out by the local church, as the GEC is doing.

REFUGEE MINISTRY – INTERNATIONAL – “SOUTH OF EGYPT”

In April 2018, the CDM Administrator, accompanied by the General Secretary of the Committee on Foreign Missions, Mark Bube, and missionary evangelist to Uganda, Dr. Charles Jackson, to visit Eritrean brothers and sisters living in exile in the country “south of Egypt.” There are over 400,000 Eritreans living as refugees there; many of them Christians. This visit was a follow-up to a visit made by Associate General Secretary of Foreign Missions, Rev Douglas Clawson, and former missionary to Eritrea, the Rev. Jonathan Falk. The purpose of these visits and future anticipated visits is to see how we can come alongside the saints suffering there. The plan is to move forward slowly and carefully, yet intentionally. May the Lord direct the plans that are underway.

REFUGEE MINISTRY - DOMESTIC

While funds could be sent to many far off places to minister to refugees, the Lord has brought to the attention of the CDM opportunities that exist right here in North America, where we are surrounded by immigrants and refugees who have become our neighbors. In 2018, representatives again attended the annual Refugee Highway Partnership Conference to learn more about ministry to refugees. Such ministry is not simply diaconal, but is a significant opportunity to share the gospel as well. As such, the CDM is thankful to partner with the CHMCE via the Rev. Al Tricarico in investigating how best to minister to this growing segment of our population. Throughout Scripture, the church is reminded of the special concern it ought to have for the sojourner and stranger, even as we ourselves are strangers on earth in a home that is not our final one.

EVANGELIST TO REFUGEES IN CLARKSTON

In April 2017, Redeemer OPC (Atlanta, GA), called the Rev. Christopher Cashen to serve as an evangelist to the refugees in nearby Clarkston, GA, a town with a population of thirteen thousand that has welcomed over forty thousand refugees in the past twenty-five years. In 2018, the CDM contributed \$30,000 toward the Rev. Cashen's ministry expenses. The work of the Rev. Cashen is groundbreaking work for the OPC. We look forward to advancing in our understanding of how best to minister both in Word and deed to the strangers in our midst.

Rev. Cashen reports on his work as follows: “The ministry among refugees and immigrants in Clarkston was full of continued learning and growth in 2018. Redeemer OPC grew in their love for the stranger as eight members volunteered their time to serve elementary school children from Syria, Afghanistan, Tanzania, Mexico, and the Congo, in an after school program that ran two to three days per week for nearly the entire year, during which the love of Christ was displayed, and the truth of the gospel was

shared. English lessons were presented throughout the year in a formal classroom setting as well as in individual homes. Through the teaching of English, ongoing relationships have been established with eleven different families. Diaconal work came in the form of providing transportation to medical, employment, and school appointments, as well as providing clothing, school supplies, and even a new transmission. The work grew in a profound way in November as we welcomed, housed, and provided refuge for a family of four seeking asylum from the Democratic Republic of the Congo. This family is teaching us what it means to ‘love your neighbor as yourself.’ We rejoice in the gospel opportunities that the Lord has provided, and are confident that we have only scratched the surface in Clarkston; the fields there are white for harvest.”

DISASTER RESPONSE FUNDS

The summary of designated gifts the CDM has received for disasters in recent years includes:

DATE	EVENT	RECEIVED	EOY BALANCE
n/a	General Disaster Fund	\$291,921	\$239,025
January 2010	The Earthquake in Haiti	\$376,326	\$68,617
March 2011	The Tsunami in Japan	\$628,016	\$0
October 2012	Hurricane Sandy in NY and NJ	\$180,907	\$0
May 2013	The Tornado in Moore, OK	\$5,336	\$0
November 2013	Typhoon Yolanda in the Philippines	\$13,208	\$0
April 2014	The Tornado in Pantego, NC	\$9,450	\$0
November 2015	The Refugee Crisis	\$54,090	\$4,415
August 2016	Flooding in Louisiana	\$3,394	\$0
August 2017	Hurricane Harvey	\$450,777	\$47,966
September 2017	Hurricane Irma	\$112,947	\$94,704
September 2017	Hurricane Maria	\$111,299	\$32,911
September 2018	Hurricane Florence	\$117,882	*\$113,189
TOTAL		\$2,355,553	\$600,827

* Includes \$50,000, not received for Hurricane Florence, but transferred from the General Disaster Fund.

Detailed descriptions of the OPC’s activities in response to each of these disasters can be found in previous reports of the CDM to the General Assembly. The total dollar figure above, representing funds received from OPC members, sister churches, and non-OPC individuals, demonstrates a profound compassion for those who suffer great loss, and aptly reflects the mercy and compassion of our Lord and Savior Jesus Christ.

DISASTER RESPONSE FUNDS DECOMMISSIONED

In recent years, the CDM adopted a few policies which it has communicated to the church, regarding what to do with funds designated for a specific disaster response effort after that disaster response effort comes to a close. The following is communicated on the diaconal ministries webpage at OPC.org:

While the Committee on Diaconal Ministries is committed to utilizing donations designated for a specific disaster towards that disaster, on occasion a portion of the designated funds may remain long after the disaster response effort has concluded. In that case, the committee has the following policies in place:

- *Any designated disaster response funds that remain two years after the date of the disaster may be transferred to the CDM General Disaster Response Fund.*
- *Amounts in the CDM General Disaster Response Fund over \$50,000 may be transferred to the CDM General Fund.*

In accordance with this policy, the CDM, at its meeting in March 2018, determined to transfer \$200,000 in Haiti earthquake relief funds (dating back to 2010) to the General Disaster Response Fund. The Hurricane Harvey evangelist is being funded with \$100,000 of these decommissioned funds..

D. MINISTRY TO AND THROUGH LOCAL DEACONS

One of the primary reasons for the existence of the CDM is to encourage local deacons in their labors and to identify, promote, develop, and distribute resources for deacons. Despite its name, the CDM carries out little diaconal ministry directly. The diaconal ministry of the OPC is predominantly carried out by deacons locally and, to a much lesser degree, regionally.

DIACONAL TRAINING SUBCOMMITTEE

The Diaconal Training Subcommittee (DTS) is responsible for considering ways to assist and encourage deacons in their labors in the local church. The primary way in which the DTS trains and encourages deacons is through periodic diaconal conferences, both national (denomination-wide) and regional (presbytery-wide).

THE NATIONAL DIACONAL SUMMIT

The details of the third OPC National Diaconal Summit (NDS 2017) were reported extensively in the report to the 85th General Assembly. along with the fact that the CDM was persuaded to hold these summits more frequently than every five years. Plans are underway for the fourth summit (NDS 2021) which will most likely be held in the month of June on the campus of Wheaton College. Differing from the previous three summits, the CDM anticipates using speakers from within the OPC for most, if not all, of its speaking slots, rather than bringing in an keynote speaker from outside the OPC. The aim is to provide as practical an experience as possible for the deacons who attend.

Video footage from the plenary sessions of the 2010, 2012, and 2017 National Diaconal Summits is available for diaconal training purposes, particularly useful for training deacons who were ordained since the summits or for those who would simply like a refresher on what was learned. The videos can be found under “Resources: Teaching Materials from Diaconal Summits” on the diaconal ministries webpage at OPC.org/committee_dm.

PRESBYTERY DIACONAL SUMMITS

A significant focus of the CDM in recent years has been to encourage Presbytery Diaconal Committees (PDC) in their labors. The vision of the CDM is to see a network of deacons (local, regional, and denominational) working together as a unit for the good of the church and her witness. The CDM considers the PDC to be the lynch pin in this endeavor and thus began to host a Presbytery Diaconal Summit (PDS) every two years: 2012, 2014, and 2016. The CDM chose to postpone its next PDS until 2019 so as to align it with the new four-year cycle for the National Diaconal Summit (NDS), thus creating the opportunity of holding the PDS and the NDS in conjunction with one another every four years. The first of these dual summits is projected to occur in 2021, Lord willing.

PDS IV is scheduled for October 10—12, 2019 in the Chicago area at the Comfort Inn and Suites in Geneva, IL. Each presbytery is welcome and encouraged to send *four* members of its PDC to this event; the CDM plans to cover all the costs of travel, food and lodging for these men. This summit will be designed to offer a great time of fellowship and interaction for the members of each PDC, that they might grow in their capacity to serve their regional church well together.

PRESBYTERY DIACONAL COMMITTEE REVITALIZATION

The CDM has been encouraged to see many Presbytery Diaconal Committees (PDC) revitalized in their work in recent years. The CDM offers a *Proposed Mandate for the Work of the PDC*, a compilation of the mandates of various PDCs throughout the OPC’s sixteen presbyteries. The mandate has been utilized by

some presbyteries, sometimes in an edited form, to assist them in revising or improving the work of their PDC. The proposed mandate can be found under “Presbytery Diaconal Committees” on the diaconal ministries webpage at OPC.org/committee_dm.

Presbyteries that have made significant changes to the work and structure of their PDC in recent years include the Presbyteries of Ohio, the South, the Southeast, the Northwest, and most recently, the Presbytery of New York and New England, and the Presbytery of Philadelphia. There are other presbyteries that have undergone healthy transition in their committee makeup as well. The CDM is willing to assist any presbytery desiring to revive or strengthen the work of their PDC.

PRESBYTERY DIACONAL CONFERENCES

One of the first actions a revitalized Presbytery Diaconal Committee (PDC) might take (after getting organized and gathering contact information for all the deacons in the presbytery) is to host a presbytery diaconal conference. These conferences are a great way for the PDC to get to know many of the deacons in their presbytery and for all deacons to meet one another, receive training in diaconal matters, and be encouraged and motivated in the ministry of mercy that is theirs on behalf of the church. On April 6--7, 2018, nearly forty deacons, ministers, elders, and officers-in-training gathered at Shiloh OPC in Raleigh, NC, for the second Presbytery of the Southeast (PSE) Diaconal Conference. The Keynote Speaker was Dr. C.N. Willborn, Pastor of Covenant PCA (Oak Ridge, TN). OPC deacon Tim Hopper and the Rev. Matt Holst, both members of the PSE PDC, also served as speakers. The CDM was delighted to participate by contributing \$1,000 toward the costs of this event. Videos of the conference, useful as deacon training material, can be found under “Teaching Materials from Diaconal Summits” on the diaconal ministries webpage at OPC.org/committee_dm. In an effort to encourage each PDC to consider sponsoring diaconal conferences on a periodic basis, the CDM offers itself as a resource to help the PDCs in their efforts to underwrite and organize such events.

OPC DEACONS FACEBOOK PAGE

In 2017, the CDM created an *OPC Deacons* Facebook page. This page is structured as a closed group so that it is closed to all but OPC officers in order to encourage candidness and ensure privacy among its members. This forum gives deacons the ability to share diaconal resources they find interesting and relevant, and to discuss topics or specific matters pertaining to their work as deacons. There are currently one hundred and eight-two OPC officers who have joined the page and are able to communicate with one another via this private form of social media.

THE MERCY MINUTE

Now in its seventh year, the quarterly e-newsletter of the CDM, *The Mercy Minute*, is intended to keep the deacons of the OPC informed and connected by sharing the work that local diaconates or presbytery diaconal committees are doing, bringing attention to specific needs within the OPC, or simply bringing a word of encouragement. Admittedly, thanks to our growing awareness of the range of diaconal labors going on within the OPC, this publication has come to represent much more than a “minute” of material...and in this we rejoice! The 2018 newsletters included full articles on such topics as *My First Year as a Deacon*, and *Deacons as Mobilizers of Volunteers*, and *A Christian Response to Disaster*; resolutions of thanks for Mr. Robert Wright, Jr., and the Rev. Lendall Smith, both of whom retired from many years of service on the CDM; recruiting of volunteers for various OPC disaster response efforts, and reports on those efforts; new diaconal resources posted on the diaconal ministries webpage at OPC.org; highlights of the work of various presbytery diaconal committees, and reports on the refugee relief work in Clarkston. *The Mercy Minute* is currently emailed to over fifteen hundred church officers. Anyone who wishes to be added to the distribution list ought to notify the CDM Administrator (david.nakhla@opc.org). Back issues of the newsletter can be found under “Resources: Mercy Minute Archives” on the diaconal ministries webpage at OPC.org/committee_dm.

MINISTRY OF MERCY LECTURES

In August 2018, at the invitation of the CFM, the CDM Administrator prepared a series of five lectures on *The Ministry of Mercy* to be used as part of the CFM's Mobile Theological Mentoring Corp (MTMC), which is for churches in foreign countries where the OPC does not have a full-time missionary, but desires to encourage the church there in its pursuit to become Presbyterian and Reformed). On August 27, he traveled to Colombia with the the Rev. Douglas Clawson to present this material to two congregations there.

The series sought to cover the following topics:

- What is Mercy Ministry
- The Special Office of Deacon
- Qualifications for Deacons
- Principles for Diaconal Ministry
- Diaconal Ministry in Our Churches

The CDM Administrator anticipates the opportunity to see this material presented in other countries and venues as well.

DIACONAL RESOURCES

The CDM continues to work with the Committee on Christian Education (CCE) to provide content for OPC publications that might help or encourage deacons in their labors or address topics that relate to the work of the deacons. This material appears in *New Horizons*, *Ordained Servant* and on the diaconal ministries webpage at OPC.org.

The diaconal ministries webpage (OPC.org/committee_dm), referred to throughout this report, includes the following resources:

- CDM contact information
- The CDM Administrator's reports on recent meetings
- Presbytery diaconal committee contact information
- Proposed mandate for the work of the presbytery diaconal committee
- Principles of diaconal ministry
- Instructions on how to request diaconal assistance from the CDM
- Teaching materials from diaconal summits
- Disaster response information
- Refugee relief information
- *The Mercy Minute* archives
- Links to diaconal articles in *New Horizons*
- Suggested reading for deacons
- A link to the *OPC Deacons* Facebook page
- Instructions on how to donate to the CDM

E. MINISTRY TO AND THROUGH MISSIONARY DEACONS

In reflecting upon the divinely ordained role of deacons to enable ministers of the Word to devote themselves to their calling, the CDM concluded that it is proper and appropriate to use CDM funds to participate in sending out missionary deacons to assist missionaries in their labors on the field. The CDM has a cooperative agreement with the CFM to promote the work of the church through the ministry of missionary deacons. It is clearly understood that the missionary deacon is sent by and is under the oversight of the CFM.

MISSIONARY DEACON SUBCOMMITTEE

The Missionary Deacon Subcommittee (MDS) assists in recruiting, training, fielding, visiting, and encouraging missionary deacons. Missionary deacons are sent in response to the request of the field and with the concurrence of the CFM.

HAITI MINUTE MEN

At the request of the OP Haiti Mission (OPHM), the CDM serves to recruit and fund a fleet of skilled workers, now affectionately referred to as the “Haiti Minute Men,” who might be called upon to serve on a short-term basis to care for OPHM vehicles and property, and to help with diaconal training as needs arise, in lieu of putting a full-time man on the field. The CDM makes use of some of the remaining Haiti earthquake relief funds to help cover the travel costs of those who go to serve the OPHM in this capacity. In February 2018, four men from Pennsylvania visited Haiti to plaster the walls at the La Gonave guest house. In April, two men from Wisconsin traveled to Haiti to make vehicle and guest house repairs. The OPHM gives thanks for this helpful contribution to their labors.

MISSIONARY DOCTOR TO UGANDA

In 2018, the CDM came alongside the CFM in providing the full support for Dr. Flip Baardman to serve as a missionary doctor at the Akisyon A Yesu Presbyterian Clinic in Nakaale, South Karamoja, Uganda, since the clinic serves as a diaconal arm of the OP Uganda Mission. Dr. Baardman has agreed to serve a two-year term. He reports, “I can really say we are settled in and I am enjoying the work at the clinic very much. Patients have been many, so I have been busy with seeing patients and overseeing and teaching the staff. The Karamojong language is a hard nut to crack but we are learning every day. The amount of patients is a bit related to the season. In 2019, we are planning on doing blood transfusions at the clinic because very often blood is not available at surrounding hospitals...” Unless the CDM’s financial outlook changes considerably in the coming years, the CDM anticipates having only enough funds to cover the salary of a missionary doctor for the duration of Dr. Baardman’s two-year term.

MISSIONARY DEACON TO UGANDA

In 2018, the CDM came alongside the CFM in supporting facilities engineer/missionary deacon Mark Van Essendelft in Uganda. While Mr. Van Essendelft was not called primarily to oversee a ministry of mercy, but rather to oversee the care and maintenance of the properties in Karamoja, it is recognized that as a deacon, he will have ample opportunity to participate in an active ministry of mercy. As such, the CDM concurred with the invitation of the CFM to participate in funding his efforts at fifty percent of his costs. This support began in the fall and is anticipated to continue through his four-year term. Unless the CDM’s financial outlook changes considerably in the coming years, the CDM anticipates having only enough funds to cover the salary of a missionary deacon for the duration of Mr. Van Essendelft’s four-year term.

F. MINISTRY TO MINISTERS AND THEIR WIDOWS

A very important and beloved ministry of the CDM was spawned in 2006, when a gift of \$150,000 was received from a generous member of the OPC who requested that the funds be applied specifically to the needs of retired OPC ministers and their widows. The Obadiah Fund, named in honor of the prophet Obadiah, who protected and cared for one hundred prophets of the Lord, was created to receive and administer this gift.

Who is worthier to receive the diaconal care of the church than those who have given their lives in service to Christ’s church, and their wives who have faithfully served alongside them. Many OPC ministers have made great sacrifices, financial and otherwise, to accept the calls offered to them by congregations of the OPC.

MINISTERS AND WIDOWS SUBCOMMITTEE

The CDM established the Ministers and Widows Subcommittee (MWS) to oversee this ministry and the Obadiah Fund. With the establishment of the OPC's Committee on Ministerial Care (CMC), and the transfer of the Obadiah Fund and the diaconal care of ministers and their widows to the CMC on July 31, 2018, the CDM determined to dissolve the MWS on that same date.

THE OBADIAH FUND

The donor who made the gift of \$150,000 with which the Obadiah Fund began, also committed to renewing that gift of \$150,000 each year, and has faithfully done so since 2007. The CDM has been delighted to see a growing number of other individuals designating gifts to the Obadiah Fund, too.

Each year from 2007 through 2018, the CDM distributed a portion of the available funds by making a general disbursement to each of the households on its list of eligible retired ministers and widows. It has been the CDM's practice to ask each Presbytery Diaconal Committee (PDC) to provide a report on the welfare of the eligible individuals in their presbyteries. In the past several years, gifts were made based on age bracket, with younger retired ministers receiving gifts starting at \$500, and older retired ministers and all widows receiving up to \$1,250 each. In 2018, gifts were distributed to ninety-seven retired ministers and sixteen widows. If a PDC reported a particular need on the part of any individual, that need was addressed separately as a Special Disbursement.

With projections indicating that the number of eligible beneficiaries could double within the next ten years as baby boomers (those born between the year of 1946 and 1964) retire, the Obadiah List will continue to grow. At the end of 2017, the generous donor, whose initial gift led to the establishment of the Obadiah Fund, gifted to the OPC the principal from which those yearly contributions were being drawn. This gift was in the amount of \$2,387,000, and it, along with other funds donated to the Obadiah Fund, will enable the CMC to continue the legacy of care for retired OPC ministers. We rejoice that the Lord has provided so richly and we trust that He will continue to do so!

As the CDM brings to a close its direct involvement with this cherished ministry to retired OPC ministers and their widows, it gives thanks to the Lord for the opportunity to interact in this unique way with this loved sector of the OPC and to all those who have contributed to the Obadiah Fund, making this work possible. A particular expression of thanks is due to the original donor to the Obadiah Fund (who has chosen to remain anonymous), without whose thoughtful care, the CDM would not have been able to report that, from 2007 through 2018, it has been able to distribute to OPC retirees a total of \$1,322,000!

DIACONAL CARE FOR NON-RETIRED MINISTERS

In 2018, as the Committee on Ministerial Care began to take over the receipt of requests from Presbytery Diaconal Committees for assistance for non-retired ministers, the CDM provided \$25,000 towards those needs, and anticipates participating in a similar fashion each year. This request will be handled by the Aid Request Subcommittee of the CDM going forward.

III. CDM ADMINISTRATION

A. Membership:

<i>Class</i>	<i>Ministers</i>	<i>Ruling Elders</i>	<i>Deacons</i>
2019	Ronald E. Pearce	Alexander A. Zarek	John J. Voss, Jr.
2020	T. Nathan Trice	Seth B. Long	Christopher A. Sudlow
2021	Christopher B. Cashen		Ronald C. de Ru Joel B. King

B. Officers:

President: T. Nathan Trice
Vice-President: Seth B. Long
Secretary: Christopher B. Cashen
Treasurer: John J. Voss, Jr.

C. Subcommittees (as of Dec 31, 2018):

1. *Executive Committee:* **Trice**, Long, Cashen, Voss
2. Standing Subcommittees: (chairman in **bold**)
 - a. *Administration and Finance Subcommittee (AFS):* Long, **Sudlow**, Voss
 - b. *Aid Request Subcommittee (ARS):* Long, Trice, **Voss**
 - c. *Disaster Response Subcommittee (DRS):* de Ru, King, Long, Voss, **Zarek**
 - d. *Diaconal Training Subcommittee (DTS):* Cashen, King, Pearce, Sudlow, **Trice**
 - e. *Missionary Deacon Subcommittee (MDS):* Cashen, de Ru, **Trice**
3. CDM Representative on *Missionary Widow Fund* (trustees of the Fund appointed by the CFM): Pearce

D. Staff:

Administrator: David P. Nakhla
Administrative Assistant/Communications Coordinator: Janet L. Birkmann
Disaster Response Coordinator (DRC): David P. Nakhla
Short-Term Missions Coordinator (STMC): David P. Nakhla

E. Donations:

Tax-deductible donations to the CDM should be made payable to:

- *Orthodox Presbyterian Church*

These donations can be further noted as follows:

- *CDM* – For funds intended for general benevolent use
- *Disaster Relief* – For funds intended for general disaster relief
- *Refugee Relief* – For funds intended for the relief of refugees
- Additional instructions can be found under “Donations” on the diaconal ministries webpage at OPC.org/committee_dm.

Please mail donations to:

The Committee on Diaconal Ministries
Orthodox Presbyterian Church
 607 N. Easton Rd., Bldg. E
 Willow Grove, PA 19090

F. Correspondence:

All correspondence pertaining to the work of the CDM may be sent to the CDM Administrator, Mr. David P. Nakhla, at david.nakhla@opc.org.

Disaster response matters may be sent to OPCDisasterResponse@opc.org. Short-term missions matters may be sent to OPCShortTermMissions@opc.org.

G. Policies:

CDM policies and procedures that are relevant to those outside the CDM can be found on the diaconal ministries webpage at OPC.org/committee_dm.

H. Incorporation:

Since July 20, 2011, the CDM has been incorporated as a non-profit organization in the State of Delaware. This enables the CDM to own equipment and property, particularly helpful for ministering to those affected by disasters.

IV. RECOMMENDATIONS

- A. That for the year 2019 the General Assembly requests the churches of the OPC support the work of this committee at the suggested rate of \$25.00 per communicant member.

V. BUDGET

	2017 Actual	2018 Budget	2018 Actual	2019 Budget	2020 Budget
ADMINISTRATION & FINANCE (AFS)					
Staff Salaries & Benefits	\$178,223	\$197,174	\$194,097	\$194,825	\$198,000
Staff Travel	\$13,942	\$13,000	\$17,340	\$16,000	\$16,000
Office & Vehicle Expenses	\$12,498	\$23,100	\$12,944	\$15,000	\$15,000
Committee Mtg (including travel)	\$9,634	\$11,000	\$10,059	\$11,000	\$11,000
Promotional Material	\$3,623	\$15,000	\$12,824	\$13,000	\$10,000
Stipends	\$400	\$2,000	\$0	\$2,000	\$2,000
Ministry Support / Development	\$3,526	\$10,000	\$999	\$5,000	\$5,000
COC Financial Services Fee	\$0	\$0	\$10,658	\$22,500	\$22,500
Miscellaneous	\$0	\$1,000	\$0	\$1,000	\$1,000
AFS Total	\$221,847	\$272,274	\$258,921	\$280,325	\$280,500
AID REQUEST (ARS)					
China	\$9,600	\$10,400	\$0	\$0	\$0
Eritrea	\$0	\$3,500	\$3,500	\$13,000	\$13,000
Ethiopia	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Haiti	\$3,000	\$3,500	\$3,500	\$4,000	\$4,000
Uganda - Mission Stations	\$29,000	\$47,000	\$33,000	\$41,500	\$46,500
Uganda - Clinic	\$56,130	\$86,570	\$76,570	\$55,570	\$55,570
Uruguay	\$0	\$250	\$250	\$300	\$300
Fgn - Special Relief	\$1,500	\$15,000	\$11,064	\$15,000	\$15,000

Scholarships - Philadelphia	\$9,300	\$5,000	\$0	\$0	\$0
Dom - Special Relief	\$31,920	\$60,000	\$29,400	\$65,000	\$65,000
ARS Total	\$150,450	\$241,220	\$167,284	\$204,370	\$209,370
DISASTER RESPONSE (DRS)					
Refugee Relief	\$0	\$50,000	\$31,200	\$31,200	\$31,200
Disaster Response - Fgn	\$0	\$25,000	\$3,836	\$25,000	\$25,000
Disaster Response - USA	\$1,862	\$20,000	\$0	\$20,000	\$20,000
DRS Total	\$1,862	\$95,000	\$35,036	\$76,200	\$76,200
DIACONAL TRAINING (DTS)					
National Diaconal Summit	\$63,108	\$5,000	\$0	\$0	\$5,000
Presbytery Diaconal Summit	\$300	\$10,000	\$0	\$20,000	\$0
Other Diaconal Conferences	\$0	\$5,000	\$1,000	\$2,000	\$2,000
Local Diaconal Visitation			\$0	\$30,000	\$0
DTS Total	\$63,408	\$20,000	\$1,000	\$52,000	\$7,000
MISSIONARY DEACON (MDS)					
MssryDeacon - Haiti	\$0	\$5,000	\$0	\$5,000	\$5,000
MssryDeacon - Uganda	-\$7,584	\$175,000	\$184,029	\$150,000	\$80,000
MssryDen - Equipment		\$50,000	\$47,000	\$2,500	\$2,500
MDS Total	-\$7,584	\$230,000	\$231,029	\$157,500	\$87,500
MINISTERS & WIDOWS (MWS)					
Obadiah General Gifts	\$89,500	\$100,000	\$98,000	\$0	\$0
Obadiah Specific Diaconal Gifts	\$11,800	\$30,000	\$32,450	\$0	\$0
Health Insurance Premiums	\$0	\$10,000	\$0	\$0	\$0
MWS Total	\$101,300	\$140,000	\$130,450	\$0	\$0
Ministry Expenses Total	\$309,437	\$726,220	\$564,799	\$490,070	\$380,070
General Fund Expenses Total	\$531,283	\$998,494	\$823,720	\$770,395	\$660,570

VI. FINANCIALS

ORTHODOX PRESBYTERIAN CHURCH
 Committee on Diaconal Ministries
 Balance Sheet
 Period Ending December 31, 2018

	74	76	
	Diaconal General	Diaconal Disaster Relief	Diaconal TOTAL
ASSETS			
Cash and Money Market Accounts	\$109,391.81	\$600,827.55	\$710,219.36
Investments	\$572,139.99	\$0.00	\$572,139.99
Advances	\$2,623.18	\$0.00	\$2,623.18

Equipment and Furniture, Net of Accumulated Depreciation	\$25,314.63	\$0.00	\$25,314.63
Real Estate, Net of Accumulated Depreciation	\$0.00	\$0.00	\$0.00
Total Assets	<u>\$709,469.61</u>	<u>\$600,827.55</u>	<u>\$1,310,297.16</u>
LIABILITIES			
Other	\$0.00	\$0.00	\$0.00
Total Liabilities	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Fund Balances	<u>\$709,469.61</u>	<u>\$600,827.55</u>	<u>\$1,310,297.16</u>
Total Liabilities and Fund Balances	<u>\$709,469.61</u>	<u>\$600,827.55</u>	<u>\$1,310,297.16</u>

ORTHODOX PRESBYTERIAN CHURCH
Committee on Diaconal Ministries
Statement of Activities Sheet
Period Ending December 31, 2018

	74 Diaconal General	76 Diaconal Disaster Relief	Diaconal TOTAL
REVENUES COLLECTED			
Contributions			
Designated	393,067.98	403,088.94	\$796,156.92
Bequest	0.00	0.00	\$0.00
Interest & Dividends	14,532.37	851.88	\$15,384.25
Gain /(Loss) on Investments	0.00	0.00	\$0.00
Other Revenue	4,485.57	0.00	\$4,485.57
Total Revenue Collected	<u>412,085.92</u>	<u>403,940.82</u>	<u>816,026.74</u>
EXPENSES PAID			
Total Expenses Paid	<u>682,733.14</u>	<u>523,500.59</u>	<u>1,206,233.73</u>
Excess (Deficiency) of Revenues Collected Over Expenses Paid	<u>-270,647.22</u>	<u>-119,559.77</u>	<u>-390,206.99</u>
Fund Balance Beginning of Year	<u>950,116.83</u>	<u>720,387.32</u>	<u>1,670,504.15</u>
Transfers (to/from other OPC Funds)	<u>30,000.00</u>	<u>0.00</u>	<u>30,000.00</u>
Fund Balance End of Year	<u>709,469.61</u>	<u>600,827.55</u>	<u>1,310,297.16</u>

VII. ELECTIONS

The terms expiring at this Assembly are:

<i>Class</i>	<i>Ministers</i>	<i>Ruling Elders</i>	<i>Deacons</i>
2019	Ronald E. Pearce	Alexander A. Zarek	John J. Voss, Jr.

Messrs. Pearce and Zarek have asked that their names not be placed into nomination. Mr. Voss has indicated that he is willing to have his name placed into nomination for continued service on the CDM. The bylaws stipulate the construction of the committee such that this class ought to be populated by one minister, one elder, and one deacon.

VIII. ADDENDUM

Disclaimer: All individuals and/or churches are acknowledged to the best of our ability.

ADDENDUM A: OPC DISASTER RESPONSE VOLUNTEERS IN 2018

HURRICANE HARVEY: Houston

Disaster Response Leadership in Houston in 2018:

Houston Temporary Operating Committee:

Steve Larson, Cornerstone OPC, Houston, TX

Rev. Mark Sumpter, Regional Home Missionary of the Presbytery of the Southwest

David Nakhla, OPC Disaster Response Coordinator

Regional Disaster Response Coordinator:

Steve Larson, Cornerstone OPC, Houston, TX

Site Coordinators:

Jeff Davis, Cedar OPC, Jenison, MI

Fred de Ru, Grace OPC, Wasilla, AK

Volunteer Coordinators:

Peggy Sumpter, Cornerstone OPC, Houston, TX

Brenda de Ru, Grace OPC, Wasilla, AK

Hospitality Coordinators:

Mark and Peggy Sumpter, Cornerstone OPC, Houston, TX

Gloria Davis, Cedar OPC, Jenison, MI

Thank You Note Coordinator for Hurricanes Harvey and Irma:

Janet Morgan, Church of the Covenant, Hackettstown, NJ

OPC Volunteers:

Mark Palmer

Kristina Mellon

Austin Gorrell

Ken Montgomery

Diane Boss

Robert Boss

Providence OPC

Trinity OPC

Westminster OPC

Geneva OPC

Covenant OPC

Covenant OPC

Madison, AL

Capistrano Beach, CA

Westminster, CA

Marietta, GA

Orland Park, IL

Orland Park, IL

Joshua Dunham	Covenant OPC	Orland Park, IL
Peter Onnink	Covenant OPC	Orland Park, IL
Frank Voss Sr.	Covenant OPC	Orland Park, IL
Jason Voss	Covenant OPC	Orland Park, IL
Stephen Voss	Covenant OPC	Orland Park, IL
Daniel Brink	Little Farms Chapel OPC	Coopersville, MI
Vincint Kok	Little Farms Chapel OPC	Coopersville, MI
Richard Klaas	Chain O'Lakes OPC	Central Lake, MI
Cary Hirdes	New Life OPC	Holland, MI
Judy Hirdes	New Life OPC	Holland, MI
Jim Kozlowski	Covenant Family OPC	Troy, MO
Rebekah Kozlowski	Covenant Family OPC	Troy, MO
Ravshan Davidov	Calvary OPC	Glenside, PA
Custis Equi	Calvary OPC	Glenside, PA
Matthew Equi	Calvary OPC	Glenside, PA
Carlos Medina	Calvary OPC	Glenside, PA
David Nakhla	Calvary OPC	Glenside, PA
Mark Sirinides	Calvary OPC	Glenside, PA
Caleb Smith	Calvary OPC	Glenside, PA
Michele Brown	Trinity OPC	Hatboro, PA
Nathaniel Brown	Trinity OPC	Hatboro, PA
Wesley Brown	Trinity OPC	Hatboro, PA
Zachariah Brown	Trinity OPC	Hatboro, PA
Ethan Engelman	Trinity OPC	Hatboro, PA
Juliana Galanti	Trinity OPC	Hatboro, PA
Gabriella Gushue	Trinity OPC	Hatboro, PA
Anna Hamilton	Trinity OPC	Hatboro, PA
Caroline Master	Trinity OPC	Hatboro, PA
Caitlin Orr	Trinity OPC	Hatboro, PA
Ceri Silva	Trinity OPC	Hatboro, PA
Eleanor Simpson	Trinity OPC	Hatboro, PA
Josiah Weber	Trinity OPC	Hatboro, PA
Biniam Woldegebriel	Trinity OPC	Hatboro, PA
Katie Schmidt	Apple Valley OPC	Green Bay, WI
Matthew Schmidt	Apple Valley OPC	Green Bay, WI
Maura Schmidt	Apple Valley OPC	Green Bay, WI
Steve Schmidt	Apple Valley OPC	Green Bay, WI
Greg Harness	Resurrection OPC	Oshkosh, WI
Wendy Harness	Resurrection OPC	Oshkosh, WI

Non-OPC Volunteers:

Arlan Memmelaar	Escondido URC	Escondido, CA
Elaine Memmelaar	Escondido URC	Escondido, CA
Sarah Boer	Oak Glen URC	Lansing, IL
Tim Boer	Oak Glen URC	Lansing, IL
Sydney DeVries	Oak Glen URC	Lansing, IL
Lauren DeYoung	Oak Glen URC	Lansing, IL
Tyler DeYoung	Oak Glen URC	Lansing, IL
Madison Hoogstra	Oak Glen URC	Lansing, IL
Tim Ipema	Oak Glen URC	Lansing, IL
Trent Kamp	Oak Glen URC	Lansing, IL
Matteo Rossi	Oak Glen URC	Lansing, IL
Jordan Scott	Oak Glen URC	Lansing, IL
Hayley Smit	Oak Glen URC	Lansing, IL
Jaxson Smit	Oak Glen URC	Lansing, IL

Payton Smit	Oak Glen URC	Lansing, IL
Penny Smit	Oak Glen URC	Lansing, IL
Jacob Vander Zee	Oak Glen URC	Lansing, IL
Richelle Vander Zee	Oak Glen URC	Lansing, IL
Andrew Vermeer	Oak Glen URC	Lansing, IL
Emma West	Oak Glen URC	Lansing, IL
Katie Yonkmm	Oak Glen URC	Lansing, IL
Dale Klarenbeek	First CRC	Rock Rapids, IA
Paul Steven Van Wyhe	First CRC	Rock Rapids, IA
Donald Uittenbogaard	Sanborn CRC	Sanborn, IA
Dan Beute	Dutton URC	Caldonia, MI
Noah Beute	Dutton URC	Caldonia, MI
Jasmine Boorsma	Dutton URC	Caldonia, MI
Jessica Boorsma	Dutton URC	Caldonia, MI
Rebecca Brandt	Dutton URC	Caldonia, MI
Sherry Buys	Dutton URC	Caldonia, MI
Elkan Flood	Dutton URC	Caldonia, MI
Caleb Haaland	Dutton URC	Caldonia, MI
Jonathan Haaland	Dutton URC	Caldonia, MI
Isaac Hazenberg	Dutton URC	Caldonia, MI
Kylie Keller	Dutton URC	Caldonia, MI
Ryan Kloosterman	Dutton URC	Caldonia, MI
Ashley Lobbezoo	Dutton URC	Caldonia, MI
Caitlyn Lobbezoo	Dutton URC	Caldonia, MI
Travis Nordyke	Dutton URC	Caldonia, MI
Jennfer Offringa	Dutton URC	Caldonia, MI
Mindy Offringa	Dutton URC	Caldonia, MI
Rachel Offringa	Dutton URC	Caldonia, MI
Kevin Offringa	Dutton URC	Caldonia, MI
Alexandra Poll	Dutton URC	Caldonia, MI
Jeremiah Rideerbox	Dutton URC	Caldonia, MI
Joel TenHaaf	Dutton URC	Caldonia, MI
Brad TenHaaf	Dutton URC	Caldonia, MI
Philip Van Laan	Dutton URC	Caldonia, MI
Anika Vander Boon	Dutton URC	Caldonia, MI
Olivia VanKampen	Dutton URC	Caldonia, MI
Becky VanLaan	Dutton URC	Caldonia, MI
Julia Verduin	Dutton URC	Caldonia, MI
Megan Vos	Dutton URC	Caldonia, MI
Aubrie Vredevoogd	Dutton URC	Caldonia, MI
Katelyn Warners	Dutton URC	Caldonia, MI
Arthur Ybema	Dutton URC	Caldonia, MI
Casey Ybema	Dutton URC	Caldonia, MI
Sydney Ybema	Dutton URC	Caldonia, MI
Breanna Boeve	Covenant Christian High School	Grand Rapids, MI
Esaias Bosman	Covenant Christian High School	Grand Rapids, MI
Katie Copple	Covenant Christian High School	Grand Rapids, MI
Jenna DeBoer	Covenant Christian High School	Grand Rapids, MI
Helaine Kamps	Covenant Christian High School	Grand Rapids, MI
Henry Kamps	Covenant Christian High School	Grand Rapids, MI
Abby Kapstein	Covenant Christian High School	Grand Rapids, MI
Ross Kuiper	Covenant Christian High School	Grand Rapids, MI
Mikaia Looyenga	Covenant Christian High School	Grand Rapids, MI
Travis Lubbers	Covenant Christian High School	Grand Rapids, MI
Aliesa Moelker	Covenant Christian High School	Grand Rapids, MI
Daren Moelker	Covenant Christian High School	Grand Rapids, MI

Lauren Smeda	Covenant Christian High School	Grand Rapids, MI
Megan Stoel	Covenant Christian High School	Grand Rapids, MI
Alison Van Baren	Covenant Christian High School	Grand Rapids, MI
Daniel Van Dyke	Covenant Christian High School	Grand Rapids, MI
Shelley Van Dyke	Covenant Christian High School	Grand Rapids, MI
Arianne Van Uffelen	Covenant Christian High School	Grand Rapids, MI
Tyler VanDenTop	Covenant Christian High School	Grand Rapids, MI
Zachery Komparens	Covenant URC	Kalamazoo, MI
Lauren Komparens	Covenant URC	Kalamazoo, MI
Kyle Grassmid	Faith URC	West Olive, MI
Sean Marsan	Emmaus Road RCUS	Eden Prairie, MN
Leah Berlin	Covenant URCNA	Newton, NJ
Ried Gelderman	Covenant URC	Pantego, NC
Christopher Rouse	Covenant URC	Pantego, NC
Susan Slager	Covenant URC	Pantego, NC
Troy Slager	Covenant URC	Pantego, NC
Kimberly Van Essendelft	Covenant URC	Pantego, NC
Theodore Van Essendelft	Covenant URC	Pantego, NC
Devon Rhodes	Terra Ceia CRC	Terra Ceia, NC
Linda Chaffee	Grace Bible Presbyterian	Cincinnati, OH
Greg Estep	Grace Bible Presbyterian	Cincinnati, OH
Jacob Estep	Grace Bible Presbyterian	Cincinnati, OH
Nadia Estep	Grace Bible Presbyterian	Cincinnati, OH
Ruth Estep	Grace Bible Presbyterian	Cincinnati, OH
Jason Hutchinson	Grace Bible Presbyterian	Cincinnati, OH
Landon Hutchinson	Grace Bible Presbyterian	Cincinnati, OH
Krista Neu	Grace Bible Presbyterian	Cincinnati, OH
Joshua Posthuma	Grace Bible Presbyterian	Cincinnati, OH
Michaela Beth Sharpshair	Grace Bible Presbyterian	Cincinnati, OH
Mikayla Sharpshair	Grace Bible Presbyterian	Cincinnati, OH
Jim Silvashy	Grace Bible Presbyterian	Cincinnati, OH
Sandy Silvashy	Grace Bible Presbyterian	Cincinnati, OH
Casey Southerland	Grace Bible Presbyterian	Cincinnati, OH
Janice Southerland	Grace Bible Presbyterian	Cincinnati, OH
Deborah Thomas	Grace Bible Presbyterian	Cincinnati, OH
Rachel Eckenrod	Grace Bible Presbyterian	Cincinnati, OH
Luke Grooters		
Lyle Kahl		
Richard Roskam		
Loren Vanden Bosch		
Terri Vanden Bosch		

HURRICANE MARIA: Puerto Rico

Disaster Response Leadership in Puerto Rico:

Puerto Rico Disaster Response Committee of the Presbytery of New Jersey:

Rev. Dick Ellis, Pastor, Faith OPC, Elmer, NJ

Rev. Tom Church, Pastor, Immanuel OPC, Bellmawr, NJ

David Haney, Elder, New Hope OPC, Bridgeton, NJ

Regional Disaster Response Coordinator:

Ed Kauffman, Elder, Calvary OPC, Harmony, NJ

OPC Volunteers:

Parrish Davis	Heritage OPC	Royston, GA
Mike Myers	Heritage OPC	Royston, GA
Owen Roper	Heritage OPC	Royston, GA
Dewayne Smith	Heritage OPC	Royston, GA
David Chism	New Hope OPC	Frederick, MD
Luke Hake	New Hope OPC	Frederick, MD
Marc Ohlwiler	New Hope OPC	Frederick, MD
Jared Bredeweg	Redeemer OPC	Ada, MI
Steven Hill	Redeemer OPC	Ada, MI
Joel Miedema	Redeemer OPC	Ada, MI
Jeff Rosendall	Redeemer OPC	Ada, MI
Jenna Rosendall	Redeemer OPC	Ada, MI
Christian Timmis	Redeemer OPC	Ada, MI
Nathan Wright	Redeemer OPC	Ada, MI
Tim Wright	Redeemer OPC	Ada, MI

Non-OPC Volunteers:

Doug Field	Zion URC	Ripon, CA
Emily Huisjen	Reformed Mission Services	Byron Center, MI
Katie Offringa	Reformed Mission Services	Caledonia, MI
Isabella Scott	Reformed Mission Services	Caledonia, MI
Caleb TenHaaf	Reformed Mission Services	Caledonia, MI
Bradley TenHaaf	Reformed Mission Services	Caledonia, MI
Megan Winters	Reformed Mission Services	Comstock Park, MI
David Kerkstra	Reformed Mission Services	Dorr, MI
Sherry Buys	Reformed Mission Services	Grand Rapids, MI
Kyle Grassmid	Faith URC	Holland, MI
Robert Brinks	Cornerstone URC	Hudsonville, MI
Nikolas Holstege	Reformed Mission Services	Hudsonville, MI

HURRICANE Florence: New Bern and Wilmington, NC

Disaster Response Leadership in North Carolina:

Regional Disaster Response Coordinator at beginning of hurricane:
Tim Hopper, Deacon, Shiloh OPC, Raleigh, NC

Assistant Disaster Response Coordinator at beginning of hurricane:
Mike Cloy, Elder, Reformation OPC, Gastonia, NC

Florence Disaster Operating Committee (FDOC):
Chair: Mike Cloy, Elder, Reformation OPC, Gastonia, NC
Scott Cormier, Deacon, Covenant OPC, New Bern
Alec Liederbach, Deacon Trinity OPC, Wilmington, NC
Seth Long, Elder, Neon OPC, Neon, KY
Matthew Mitchell, Heritage OPC, Wilmington, NC

Site Coordinator:
Fred de Ru, Deacon, Grace OPC, Wasilla, AK

Volunteer Coordinator:

Maribeth Campbell, Matthew OPC, Matthews, NC

Hospitality Coordinators:

Ellis Furst, Heritage OPC, Wilmington, NC
 Alaine Hofland, Trinity OPC, Wilmington, NC
 Sheila Theune, Covenant OPC, New Bern, NC

OPC Volunteers:

Brenda de Ru	Grace OPC	Wasilla, AK
Stacy Nelson	Bayview OPC	Chula Vista, CA
Les Miller	Covenant OPC	St. Augustine, FL
Jake Bailey	Covenant OPC	Buford, GA
Albert Davis	Covenant OPC	Buford, GA
Alex Dorr	Covenant OPC	Buford, GA
Ben Kitchen	Covenant OPC	Buford, GA
Christopher Lillie	Geneva OPC	Marietta, GA
Gregg Ratledge	Geneva OPC	Marietta, GA
Aaron Dorr	Grace Reformed OPC	Des Moines, IA
Tom Sills	Grace and Peace OPC	California, MD
Curt Sproul	Grace and Peace OPC	California, MD
Klaas Boerman	Chain O'Lakes OPC	Central Lake, MI
Rick Boerman	Chain O'Lakes OPC	Central Lake, MI
Justin Ennett	Chain O'Lakes OPC	Central Lake, MI
Robert Harmon	Chain O Lakes OPC	Central Lake, MI
Troy Harmon	Chain O Lakes OPC	Central Lake, MI
Tanner Beebe	New City Fellowship OPC	Grand Rapids, MI
Tom Boorsma	New City Fellowship OPC	Grand Rapids, MI
Trenton Eller	New City Fellowship	Grand Rapids, MI
Jason Schuringa	New City Fellowship OPC	Grand Rapids, MI
Alan Chupp	Cedar OPC	Jenison, MI
Jeff Davis	Cedar OPC	Jenison, MI
Brett De Boef	Cedar OPC	Jenison, MI
Micah Faber	Cedar OPC	Jenison, MI
Daniela Ruiz	Cedar OPC	Jenison, MI
Kibsy Ruiz	Cedar OPC	Jenison, MI
David Hitchner	Faith OPC	Pole Tavern, NJ
Mitch Carriker	Matthews OPC	Matthews, NC
Jeremy Carriker	Matthews OPC	Matthews, NC
Luke Fawcett	Matthews OPC	Matthews, NC
Benjamin Laurie	Matthews OPC	Matthews, NC
Mark Selles	Matthews OPC	Matthews, NC
Wesley Selles	Matthews OPC	Matthews, NC
Vickie Baybutt	Covenant OPC	New Bern, NC
Constance Baybutt	Covenant OPC	New Bern, NC
Elisha Cormier	Covenant OPC	New Bern, NC
Jim Flanagan	Covenant OPC	New Bern, NC
Ash Guirgues	Covenant OPC	New Bern, NC
Adler Guirgues	Covenant OPC	New Bern, NC
Devin Phandara	Covenant OPC	New Bern, NC
Mark Theune	Covenant OPC	New Bern, NC
Galen Boerema	Pilgrim OPC	Raleigh, NC
Juli Boerema	Pilgrim OPC	Raleigh, NC
Kate Boerema	Pilgrim OPC	Raleigh, NC
Patrick Juras	Pilgrim OPC	Raleigh, NC
Elanor Mericle	Pilgrim OPC	Raleigh, NC

Amy Sloan
 Emma Sloan
 Joel Clendineng
 Joe Fraught
 William Mumea
 Adam Mumea
 Trent Davis
 Matthew Gertler
 Walter Robinson
 Jane Robinson
 Jason Hochstetler

Pilgrim OPC
 Pilgrim OPC
 Grace OPC
 Covenant OPC
 Covenant OPC
 Covenant OPC
 Knox OPC
 Knox OPC
 Providence OPC
 Providence OPC
 Staunton OPC

Raleigh, NC
 Raleigh, NC
 Columbus, OH
 Mansfield, OH
 Mansfield, OH
 Mansfield, OH
 Mt. Vernon, OH
 Mt. Vernon, OH
 Chilhowie, VA
 Chilhowie, VA
 Staunton, VA

Non-OPC Volunteers:

Aaron Crawford
 Ben Greer
 Ethan Dorr
 Paul Childress
 Mike Espey
 Jeremy Weber
 Ben Dorr
 Blake Gelderman
 Martin Gelderman
 Chris Dorr
 Bill Booth
 Steve Meyer
 Andrew Strano
 Steve Haney

Christ Church
 12Stone Church
 Ocheyedan CRC
 Columbia PCA
 Columbia PCA
 Columbia PCA
 Covenant URC
 Covenant URC
 Dayton RPCNA
 Unity Community Church
 Unity Community Church
 Unity Community Church
 Calvary Church

Odenville, AL
 Lawrenceville, GA
 Ocheyedan, IA
 Columbia, MD
 Columbia, MD
 Columbia, MD
 Minnesota
 Pantego, NC
 Pantego, NC
 Dayton, OH
 Pittsburgh, PA
 Pittsburgh, PA
 Pittsburgh, PA
 Souderton, PA

REPORT OF THE COMMITTEE ON DIACONAL MINISTRIES

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 - G. MINISTRY THROUGH THE SHORT-TERM MISSIONS COORDINATOR
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*¹ But now thus says the Lord,
he who created you, O Jacob,
he who formed you, O Israel:
“Fear not, for I have redeemed you;
I have called you by name, you are mine.
² When you pass through the waters, I will be with you;
and through the rivers, they shall not overwhelm you;
when you walk through fire you shall not be burned,
and the flame shall not consume you.
³ For I am the Lord your God,
the Holy One of Israel, your Savior...
¹⁸ Remember not the former things,
nor consider the things of old.
¹⁹ Behold, I am doing a new thing;
now it springs forth, do you not perceive it?
**I will make a way in the wilderness
and rivers in the desert.**
Isaiah 43:1-3, 18-19*

Out of the cold hard winter springs new life. Those early buds represent the first fruits of good things to come and serve as reminders of the hope of that redemption that can be found only in the Lord Jesus Christ, who will make all things new. After reporting on a very difficult 2017, a year marked indelibly in our minds by the triple whammy of Hurricanes Harvey, Irma, and Maria, the Lord blessed us with a year of new things. The year 2018 saw the Committee on Ministerial Care springing to full life, and taking over the ministry to retired ministers from the CDM. In 2018, the Lord opened the way for some unutilized disaster response funds to be put to good use in sending an evangelist to Houston, TX, to bring a ministry of mercy in Word and deed to those impacted externally and internally by the devastating Hurricane Harvey. In 2018, the CDM was invited to participate in funding the evangelist sent to Clarkston, GA, to minister to the large settlement of refugees there. In 2018, after years of praying, a missionary doctor was called to serve in Karamoja, Uganda, funded by the CDM. Later in 2018, another diaconal laborer, who serves as a facilities engineer/missionary deacon, joined the mission in Karamoja. And, finally, after almost a decade of serving in this capacity, the CDM Administrator was able to take time to produce a series of talks on the Ministry of Mercy (the biblical and reformed foundations for the office of deacon in Reformed and Presbyterian churches), gleaned from many publications on the work of the diaconate collected over the years. May the Lord be praised for these glimmers of hope even arising out of days of affliction.

2018 SUMMARY OF THE WORK

The work of the Committee on Diaconal Ministries (CDM) in 2018 can be summarized by the following actions:

- Participating in funding a portion of the ministry of some Presbytery Diaconal Committees.
- Providing funds for the diaconal ministry of five OP foreign mission fields.
- Providing funds toward rebuilding the housing for the staff of the Akisyon A Yesu Presbyterian Clinic (AYPC) in Uganda.
- Providing a substantial portion of the funds required to operate AYPC.
- Connecting with the diaconal committees of sister churches worldwide via the Diaconal Committee of the International Conference of Reformed Churches (ICRC).
- Supporting and promoting disaster response efforts to those affected by Hurricanes Harvey and Maria.
- Providing ministry funds for an evangelist/chaplain to minister in Word and deed to Hurricane Harvey victims in Houston, TX.
- Initiating and promoting disaster response efforts to those affected by Hurricane Florence.
- Communicating disaster response opportunities and reports via websites, Facebook, the *S.T.O.R.M. Report*, *The Mercy Minute*, and *New Horizons*.
- Providing ministry funds for an evangelist/deacon to minister in Word and deed to refugees in Clarkston, GA.
- Investigating the possibility of ministry to Eritrean refugees displaced in the country to the south of Egypt.
- Promoting interaction between deacons on a private Facebook group for OPC deacons.
- Communicating diaconal ministries and opportunities via *The Mercy Minute* quarterly newsletter.
- Producing five lectures on the Ministry of Mercy and presenting those in Colombia.
- Completing the transfer of oversight of the Obadiah Fund and its beneficiaries to the new Committee on Ministerial Care.
- Providing a full year of support for missionary doctor Flip Baardman in Uganda.
- Providing partial support for facilities engineer/missionary deacon Mark Van Essendelft in Uganda.
- Encouraging presbytery diaconal committees in the growth and development of their labors regionally.
- Supporting, promoting, and documenting short-term missions activities on five foreign and five domestic fields.

I. PROFILE

As an agency of the General Assembly, the CDM is entrusted with the responsibility of promoting the diaconal ministries of the OPC in those areas that are beyond the province and/or capacity of the local or regional diaconates. Currently, the CDM consists of three ministers, two ruling elders, and four deacons.

The current members of the CDM are:

The Rev. T. Nathan Trice	(Minister, Matthews, NC, PrSE)	–	President
Mr. Seth B. Long	(Ruling Elder, Neon, KY, PrSE)	–	Vice-President
The Rev. Christopher B. Cashen	(Minister, Atlanta, GA, PrSE)	–	Secretary
Mr. John J. Voss, Jr.	(Deacon, Orland Park, IL, PrMW)	–	Treasurer
Mr. Ronald E. de Ru	(Deacon, Oak Harbor, WA, PrNW)		
Mr. Joel B. King	(Deacon, Orlando, FL, PrSO)		
The Rev. Ronald E. Pearce	(Minister, Hackettstown, NJ, PNJ)		
Mr. Christopher A. Sudlow	(Deacon, Wheaton, IL, PrMW)		
Mr. Alexander A. Zarek	(Ruling Elder, Franklin Square, NY, PrCTSNY)		

The CDM is blessed with experienced men. Its nine members represent over one hundred and ninety years of ordained service and come from five different presbyteries. Each member of the committee has exhibited

a zeal and interest in the ministry of mercy toward saints and strangers that is carried out in the Orthodox Presbyterian Church through the care and gifts of deacons.

Mr. David P. Nakhla (Ruling Elder, Glenside, PA, PrPH) serves as Administrator of the CDM.

CDM MEETINGS

The CDM meets two times per year: once in the spring and once in the fall. The fall meeting is typically the first meeting after which new elections to the committee are made at General Assembly, so the election of officers and subcommittees and other annual resolutions take place at this meeting.

The CDM met at Bethel OPC in Wheaton, IL, on March 22—23, 2018. Bethel OPC has been a good central location for our members to meet, three of them being from Illinois, and the others from the northwest, the southeast, and the east coast. The CDM gives thanks for the continued hospitality provided by Bethel OPC in opening their doors to the work of the committee.

The CDM met at the OPC Administrative Offices in Willow Grove, PA, on November 1—2, 2018. The fall meeting takes place at the OPC Administrative Offices in an effort to keep the CDM connected with the other work of the OPC.

It has become the practice of the CDM to meet annually with representatives of the Committee on Foreign Missions (CFM) to discuss matters pertaining to areas of ministry that overlap between the two committees. In 2018, due to the response efforts underway following Hurricane Florence, this meeting did not occur in September, as it typically does, but was moved to January 9, 2019. The discussions centered around the work being performed by the CDM-supported missionary doctor Flip Baardman and facilities engineer/missionary deacon Mark Van Essendelft in Uganda; the use of diaconal funds on various mission fields, including the plan for improving the housing for the staff of the clinic in Karamoja; and what the CFM anticipates requesting of the CDM in 2019. This meeting, like others in the past, proved fruitful toward aligning the work of these two committees. The executive committee of the CDM and its administrator served to represent the CDM.

THE ADMINISTRATION AND FINANCE SUBCOMMITTEE

The Administration and Finance Subcommittee (AFS) serves the CDM by overseeing and evaluating the work of the CDM Administrator, considering changes to compensation, proposing budgets, reviewing financials, and other related tasks.

The administrative work of the CDM is centralized at the Administrative Offices of the OPC in Willow Grove, PA. Through the course of the year, the CDM Administrator receives and sends out all the correspondence for the committee, prepares the meeting agendas, and prepares the CDM's report to the General Assembly. Additionally, he collates the financial reports of the CDM, utilizing the financial structures put in place by the Committee on Coordination. Since 2006, the CDM's financials have been included in the annual independent accountant's review of the combined financial statements of the program committees of the OPC and are always available for review.

II. MINISTRIES

A. MINISTRY TO THOSE IN NEED WITHIN THE OPC

The CDM is privileged to be able to respond to appeals for aid for individuals in need within the OPC using funds entrusted to it through the faithful giving of churches and individuals.

In striving to follow a Presbyterian structure:

- The CDM requires that appeals for individual aid first be presented at the local level to a board of deacons.

- If the need cannot be met locally, it may be presented at the regional level to the Presbytery Diaconal Committee (PDC).
- If the presbytery finds that it cannot meet the need, it may present it at the denominational level to the CDM.

This process ensures that, by the time the need reaches the CDM, the local and regional bodies have had ample opportunity to examine the need and to concur in their decision to present it to the CDM. It also makes them better prepared to provide local oversight of the situation if aid is granted by the CDM.

The procedure and form for requesting aid for an individual in need can be found under “Resources: Requesting Aid,” on the diaconal ministries webpage at OPC.org/committee_dm.

THE AID REQUEST SUBCOMMITTEE

The Aid Request Subcommittee (ARS) serves to receive and evaluate requests for financial help and prepare recommendations for the CDM to consider. This enables the CDM to be more timely and thorough in its response to such requests.

SERVING A FAMILY IN NEED

In 2018, the CDM continued to partner with an OPC presbytery in providing monthly financial assistance to a family who, due to a violent crime committed against them which rendered the husband permanently impaired, found themselves relying heavily on the church to meet their daily needs. The presbytery diaconal committee, working closely with the local deacons, continues to provide diligent oversight of the situation. This enables the CDM to participate with confidence that good accountability and care is in place locally. This relationship began in 2011. The CDM funded the requested amount of \$21,000 for this family in 2018.

PHILADELPHIA SCHOLARSHIPS

From 1970 through 2017, the CDM worked with OPC congregations in Philadelphia to provide an alternative to the dangerous local inner-city public school system by assisting church families with the payment of Christian school tuition. The decreasing number of participants in this program over the past several years reflects the decreasing size and number of OPC churches in the city of Philadelphia, such that in 2018 no funds were requested or disbursed for this purpose.

B. MINISTRY TO THOSE IN NEED INTERNATIONALLY

The unity and universality of the Church are compelling reasons for diaconal assistance to be extended to needy brothers and sisters around the world, primarily to those within the OPC, but also to those with whom the OPC has ecclesiastical fellowship, and to others, as the CDM has opportunity and resources to meet such needs.

A fine way for the CDM to do this is to partner with the CFM in supplying many of the OPC’s foreign fields with funds so that they can minister to needy situations that arise there. It does not happen often, but OPC-affiliated missionaries may also present the CDM with diaconal needs that they face in their labors. And, on occasion, sister denominations in foreign lands may also present to the CDM opportunities to partner in ministries of mercy.

TYPES OF INTERNATIONAL REQUESTS

Whatever the source of the requests, the CDM classifies requests in one of three ways: “recurring” requests, “special” requests, or “emergency” requests:

- Recurring requests are defined as those that the requesting party has made previously and is now once again requesting. The typical frequency for a recurring request is annually.

- Special requests are defined as those that arise out of a new need or opportunity that the Lord places before a particular part of His church. Special requests are typically one-time requests, but may subsequently become a recurring request if appropriate.
- An emergency request is defined as a need that arises suddenly in the Lord's providence and warrants immediate attention.

The process by which international entities can bring one of these three types of requests to the CDM is contained in Section XI of the CDM Manual (rev14a). Through this process, the CDM was thankful to be able to grant the full amounts requested through the CFM by the following OP foreign mission fields in 2018:

<u>Field</u>	2018 <u>Actual</u>	2019 <u>Budget</u>	2020 <u>Budget</u>	Past 10 Yrs. <u>Actual</u> (Total)
China	\$0	\$0	\$0	\$96,000
Eritrea	\$3,500	\$13,000	\$13,000	\$17,741
Ethiopia	\$10,000	\$10,000	\$10,000	\$103,587
Haiti	\$3,500	\$4,000	\$4,000	\$62,400
Uganda – 2 Mission Stations	\$23,000	\$23,000	\$16,000	\$189,000
Uganda – Clinic Operations	\$55,570	\$65,500	\$65,500	\$543,260
Uruguay	\$250	\$300	\$300	\$250

DIACONAL MINISTRY IN CHINA

Dating back to 1999, the OPC, through its China Mission, has had a special opportunity to participate in a ministry of the love and mercy of Christ to people coming across the nearby river boundary slightly to the south of the mission's location. Due to the deterioration of some important relationships in this ministry and the resulting loss of accountability, the CDM's participation in this ministry was intermitted in 2018 at the request of the China Mission, explaining why no diaconal funds were disbursed for use in China this past year.

DIACONAL MINISTRY IN ETHIOPIA

Ethiopia is an active mission work of the OPC even though the Lord has not yet made a way for a full-time missionary to serve there. The indigenous church that has been planted there is the conduit through which the CDM is able to minister to some of the local diaconal needs. The CDM funds are primarily used to minister to young children from very poor homes, individuals who have been infected or affected by HIV, and others in the church who face various needs. In 2017 (the report for 2018 has not yet been received), the field reported that it ministered to nineteen young children from very poor homes in the amount of \$300 each, to five families affected by HIV in the amount of \$250 each, and to six couples or singles affected by HIV in the amount of \$170 each. It is reported that things are improving each year regarding the HIV crisis and thus a decreasing amount is required for this ministry. On the other hand, ethnic violence and political unrest is on the rise. As such, twenty-one families received a gift averaging \$240 each for various related needs.

DIACONAL MINISTRY IN HAITI

The OP Haiti Mission reports that the CDM's gift of \$3,500 in 2018 was used primarily to help with school fees and to cover medical expenses. After each expense was approved, a disbursement of only a percentage of the total request was made, mostly between sixty and seventy-five percent. This was in order to come alongside and do "with," not "for." By helping with school fees, the mission is supporting the type of education that will lead to a job and enable the student to provide for himself and contribute to the local church, rather than post-high academic education that rarely leads to a profitable career.

HOUSING FOR HAITI EARTHQUAKE VICTIMS

In 2018, the OP Haiti Mission discovered that five families in the Port-au-Prince congregation continued to suffer from difficult housing situations in the aftermath of the earthquake that struck Haiti in 2010. Each family had property, but the shelter on the property was either unsafe, insecure, or unsuitable to their needs. The CDM provided \$28,000 of the remaining Haiti earthquake relief funds for use in building a home for each of these families. Rev. Octavius Delfils engaged a local engineer and company to build the homes. The work was completed in two months. The names of the families blessed by these homes are Assenette Clergé, Loumie Micial, Marie Marcel, Maudline Phyllis, and Donia Delfils. The OPHM gives thanks for this opportunity to minister mercy to these saints in this way.

DIACONAL MINISTRY IN UGANDA

The OP Uganda Mission's stations in Mbale and Nakaale (Karamoja) each receive funds from the CDM for use in ministering to the needs of those in the local churches. In Nakaale, the diaconal mission funds are typically used for assisting the hungry, attending to those with emergency medical needs, and providing catastrophe relief. Many of these needs are coordinated through the Mercy Committee of Nakaale Presbyterian Church. This station also provides assistance in exchange for work, such as with the farm project. In Mbale, the diaconal mission funds are typically used to help pay for medical treatment and supplemental food for the widows in the village churches. The missionaries give thanks for this means to minister to the needs of the congregations, reducing the number of those who approach them directly for aid; those in need of assistance now know to present their needs to their local deacons.

AKISYON A YESU CLINIC IN UGANDA

The OP Uganda Mission has quite a vibrant diaconal component to its ministry in Nakaale, where the Akisyon A Yesu (Compassion of Jesus) Presbyterian Clinic is a significant operation. The clinic, with its staff of thirty indigenous workers (twenty of whom are Karamojong), served 13,838 patients in 2018. While patients are asked to pay a small portion of the costs of their visit, much of the operation of the clinic is subsidized by funds received from the CDM. The clinic is intentional about serving as a form of outreach with the hope that many who come to it from far away villages will have exposure to the gospel that they might not otherwise receive, while also receiving quality medical care. In 2018, the clinic was once again staffed with a missionary doctor after a few year's vacancy. Dr. Flip Baardman stepped into this role shortly after the clinic began operating in its new facilities completed in 2017. Missionary associate Christopher Verdick has been faithfully serving as the medical administrator for the clinic for the past several years.

With the improved clinic facilities, the next step is to improve the dilapidated staff housing. The CDM contributed the \$21,000 that was requested for this effort in 2018, although the project is still in the planning stages. The mission feels that improved staff housing will be essential toward recruiting quality staff.

WELLS IN UGANDA

In recent years, the Uganda mission has been making a concerted effort to make good on promises to help provide pure drinking water in the villages of church members around Mbale. This is one of the best ways to improve the health of a community. A sustainable drinking water source in Uganda typically comes in the form of a bore hole --- a well that is drilled one hundred or more feet down into the earth. The CDM has been blessed to provide the funds to enable the mission to pay the costs of drilling several wells each year.

KARAMOJA EDUCATION OUTREACH

Karamoja Education Outreach (KEO) is a ministry of the Nakaale station of the OP Uganda Mission. The goal is to reach out in ways that provide a good foundation to children entering school, encourage local teachers in their work, and stimulate family involvement in education. In 2018, the CFM requested the CDM to consider involvement in this effort. The CDM was pleased to provide some initial funding this year.

DIACONAL MINISTRY FOR MISSIONARIES

In addition to ministering diaconally *through* our missionaries, there are times when the CDM also ministers diaconally *to* our missionaries. Occasionally, circumstances on the field have enabled the CDM to be a blessing directly to those who labor for the gospel. The CDM looks forward to further opportunities to bring such relief to beloved OPC missionaries.

INTERNATIONAL DIACONAL NETWORK

Through the service of its Administrator on the seven-member Diaconal Committee of the International Conference of Reformed Churches (ICRC, of which the OPC is a member), the CDM has been able to network with diaconal bodies of sister reformed and Presbyterian churches around the world. The objective of the committee is to learn from each other and foster fellowship and cooperation in their various diaconal ministries. This committee met quarterly in 2018, making plans for a weeklong face-to-face meeting in the summer of 2019. In November, the CDM was given the opportunity to present on the work the Lord is doing through it at the annual meeting of the National Association of Presbyterian and Reformed Churches (NAPARC). This report was well received and provided an occasion to thank sister churches that came alongside the OPC in various disaster response efforts in recent years. Only time will tell how the Lord might use these fraternal relations of fellowship and communion toward furthering the ministry of mercy worldwide.

C. MINISTRY TO THOSE AFFECTED BY DISASTERS

A major disaster to which the CDM might respond has been defined as “a calamity which arises suddenly and unexpectedly, resulting from an identifiable natural or man-made event like an earthquake, volcano, tsunami, flood, hurricane (or typhoon), famine caused by drought, large-scale civil unrest or rioting, or war, which directly injures the persons and property of tens of thousands of people in a defined geographical area.” Disasters produce excellent opportunities to demonstrate the concern and compassion of the church for those who are hurting, bearing a tremendous testimony to the mercy that has been shown to us; we love, because He first loved us.

DISASTER RESPONSE TO CHURCH MEMBERS

In addition to major disasters, the CDM stands ready to bring assistance to those affected by disasters of much smaller magnitude but where OPC members or property have been directly impacted. This ministry to the household of faith is a tangible outworking of the communion of saints, as the Westminster Confession states, “and, being united to one another in love, they have communion in each other’s gifts and graces, and are obliged to the performance of such duties, public and private, as do conduce to their mutual good, both in the inward and outward man.” (WCF XVI:1)

DISASTER RESPONSE SUBCOMMITTEE

The CDM’s Disaster Response Subcommittee (DRS) works closely with Mr. Nakhla in his role as the OPC Disaster Response Coordinator. It oversees the OPC’s disaster response efforts from beginning to end, acting as a sounding board for the Coordinator, and advising and giving consent to particular disaster response actions and activities. Since ministering to those affected by disasters is still a developing ministry in the OPC, the DRS continues to work toward enhancing and refining the disaster response policies and procedures of the CDM.

DISASTER RESPONSE EQUIPMENT

The CDM owns several trailers and other equipment such as chainsaws and generators, which have accumulated over the years in responding to disasters. This equipment is typically maintained and stored in New Jersey in a pole barn constructed for this purpose. This equipment is available to OP churches and could be deployed as needed during a disaster. That said, the CDM increasingly finds that the equipment

needed differs from one disaster to the next. As such, the CDM is prepared to purchase the equipment that a pending disaster response effort might require. For instance, in North Carolina following Hurricane Florence, the main equipment required was commercial dehumidifiers, given the challenge of seeking to dry out homes in a humid environment.

The OPC Disaster Response logo is meant to communicate to those in the disaster zone a message of hope that is found in the cross, even amidst a disaster scene. The logo consists of a cross standing out against a gray and red swirling hurricane symbol. This logo, worn by volunteers or displayed on vehicles, may make it clear to the watching world that the work being carried out is done on behalf of the church and in the name of Christ. Vests, caps, truck decals, identification stickers, and lawn signs imprinted with the logo are part of the disaster response tools, equipment, and paraphernalia that are ready for use by teams during OPC disaster response efforts. In Houston, signs with this logo were posted in front of the homes of those to whom volunteers brought a ministry of mercy in the name of Christ.

HURRICANE HARVEY

Hurricane Harvey devastated the greater Houston area with unprecedented flooding August 26—30, 2017 (details on that can be found in the report to the 85th General Assembly). The disaster response efforts begun in 2017 continued in various forms throughout 2018.

The work continued to be overseen by the Houston Temporary Operating Committee, consisting of Regional Disaster Response Coordinator Steve Larson (Cornerstone OPC, Houston, TX), Regional Home Missionary the Rev. Mark Sumpter (Presbytery of the Southwest), and OPC Disaster Response Coordinator David Nakhla. This committee was formed in October 2017 with the concurrence of the sessions and diaconates of the OPC churches in Houston: Providence and Cornerstone. As of the writing of this report, this committee continues to serve as the decision-making body to which the various coordinators report. This committee met ten times in 2018.

Deacon Jeff Davis (Cedar OPC, Jenison, MI) continued his service as site coordinator, with his wife Gloria serving as the hospitality coordinator. The Davises served through early April at which time deacon Fred de Ru (Grace OPC, Wasilla, AK), who had been serving as a long-term skilled worker since mid-December, agreed to carry on the role of site coordinator. He continued in that capacity until mid-October when he was released from his duties in Houston to take up similar labors in support of the Hurricane Florence disaster response efforts in North Carolina. Long-term volunteers like this are key to the vitality of this type of disaster response effort. The disaster response ministry in Houston owes Mr. and Mrs. Davis and Mr. Fred de Ru a significant debt of gratitude for their contributions.

At about the same time that Fred took over the role of site coordinator, the number of volunteers was starting to wane. One team came in May, and two in June. Except for one team in July that had been scheduled since the early spring, a hiatus was called for the very hot and humid months of July, August, and September, with the goal of restarting the efforts in October. As it turned out, OPC Disaster Response did not receive a single volunteer application in the fall. This was providential in that Hurricane Florence struck the North Carolina coast in September and Fred de Ru was able to be transferred to North Carolina to serve as site coordinator there.

The ministry efforts in Houston from January through July 2018 were blessed by receiving one hundred and fifty-eight volunteers from thirteen states. The names of the volunteers who generously gave of their time and talents are listed in the addendum to this report. This does not include the countless volunteers from the two local OPC congregations who served in so many ways, such as providing hospitality, cooking meals, paying bills, and lending a hand. The CDM would like to thank not only those who responded to the call for help by coming to serve as volunteers, but also the many churches and individuals who participated in sending them. In 2018, volunteers came from eleven OPC churches, five United Reformed churches (through our partnership with Mr. Rob Brinks of Reformed Missions Services), other reformed churches and schools, and the Bible Presbyterian Church. This was a true picture of the unity of the brethren as described in Psalm 133!

Janet Morgan (Church of the Covenant OPC, Hackettstown, NJ) served as the coordinator of a campaign during which thank-you notes and four-by-six inch “Pray for OPC Disaster Response” magnets were sent to hurricane relief volunteers on record as of July 31, 2018.

HURRICANE HARVEY EVANGELIST

One final exciting development in Houston was the calling of what might just be the OPC’s first full-time disaster response evangelist/chaplain. Realizing there were leftover disaster response funds, and seeing that the impact of a disaster may be as much emotional, psychological, and spiritual as it is physical, the Houston Temporary Operating Committee, with the encouragement of the CDM’s Disaster Response Subcommittee, presented to the Home Missions Committee of the Presbytery of the Southwest (PSW) the idea of using disaster response funds to call a minister for a two-year assignment to knock on doors and present a gospel ministry to Houstonians whose hearts may have been softened by the Lord by means of the circumstances surrounding Hurricane Harvey.

The PSW adopted our proposal and a search committee identified the Rev. Nick Lamme for this very task. Mr. Lamme, being bilingual (Spanish and English) and accustomed to making cold contacts, seemed to be a perfect fit for this role in the greater Houston area. In November, Mr. Lamme was installed. The CDM is coming alongside the funding provided by both the Committee on Home Missions and Church Extension (CHMCE) and the PSW, by making available \$100,000 (\$50,000 per year over two years) of unused disaster response funds toward Mr. Lamme’s salary, and \$20,000 for the purpose of getting him and his family to the field.

HURRICANE IRMA

Hurricane Irma struck Florida on Sunday, September 10, 2017 (details on that can be found in the report to the 85th General Assembly). In January 2018, OPC Disaster Response Coordinator David Nakhla traveled with Regional Disaster Response Coordinator Joel King (deacon, Lake Sherwood OPC, Orlando, FL) to Key West, FL, to assess any remaining needs. While they found some remaining needs, it became clear that the need for a continued denomination-wide disaster response effort in Florida had come to an end.

HURRICANE MARIA

Hurricane Maria ravaged Puerto Rico on Wednesday, September 20, 2017 (details on that can be found in the report to the 85th General Assembly). The impression gained from an initial assessment trip in October 2017 was that the need was not for work teams per se, but rather for the ministry of presence, mainly due to discouragement and isolation resulting from the loss of communications systems. As such, members of the Presbytery of New Jersey’s Puerto Rico Disaster Response Committee (PRDRC), consisting of the Rev. Tom Church, the Rev. Richard Ellis, elder David Haney, and elder Ed Kauffman) began to make periodic visits to Puerto Rico to encourage the saints there.

Utilities were slowly restored to Puerto Rico. By early 2018, all OPC homes, to our knowledge, had power restored and were able to resume operating as modern homes with all the usual conveniences. About five months after Maria, the PRDRC became aware of a few OPC families that had sustained significant damage to their homes. In March 2018, Mr. Nakhla again visited the island, this time accompanied by Mr. Rob Brinks, director of Reformed Missions Services (RMS), a non-profit of mostly URCNA members that sends out short-term teams for various work projects. A house-to-house assessment of property damage suffered by members of the OPC church plant in Arroyo was made, and it soon became apparent that there were indeed needs that could be addressed by use of the funds donated toward Hurricane Maria relief, and the opportunity for teams to go help.

The ministry efforts in Puerto Rico in 2018 and early 2019 were blessed by receiving twenty-seven volunteers from four states. In May, Mr. Brinks led a joint RMS/OPC team of four men to serve in Arroyo, PR; they repaired the roofs on several homes. In November, a team of three from New Hope OPC (Frederick, MD), joined a team of four from Heritage OPC (Royston, GA), led by the Rev. Mike Myers. This team rebuilt a large deck, repainted a home, and prepared roofs for repair. In late December, an RMS

team of nine from Michigan served at the home of the Rev. Bradney Lopez in Arroyo, removing a blockwall in front of the house and painting the outside of the house. The team also painted the exterior of the home of an elderly person connected with the church, and cleaned up the property of an infirm church member whose home had been completely knocked down by the storm. Finally, a team of seven from Redeemer OPC (Ada, MI), travelled to Arroyo in January 2019 to form and pour columns for a new porch to be added to the home of Mr. Lopez, which should help increase the ministry usefulness of this small home. All the work of these teams more than completed the repair to damage caused to OPC homes by Hurricane Maria. The teams, their work, and their presence brought much encouragement to the saints there. The names of the volunteers who generously gave of their time and talents are listed in the addendum to this report.

A unique component of the disaster response efforts in Puerto Rico was how the churches of the Presbytery of New Jersey took turns, monthly, in coming alongside the two established OPC churches affected in San Juan by assisting them in the payment of their mortgages. The assisting church not only sent the contribution directly to the affected church, but accompanied that financial contribution with a note of encouragement, in hopes that the Lord would use this tangible expression of love and concern to increase the fellowship amongst the churches of the presbytery. This ministry was carried out all through 2018 with much enthusiasm and is being considered for continuation in 2019. A significant result of this particular ministry was that each of the two OPC congregations in San Juan were able to report a significant degree of financial stability one year after Maria.

HURRICANE FLORENCE

The much-forecasted arrival of Hurricane Florence finally occurred on September 14, 2018, in Wrightsville Beach, NC, as a Category 1 hurricane. Florence caused a storm surge of as much as ten feet above sea level in New Bern, NC, causing the Neuse River to overflow its banks and sweep into this historic town. Wilmington, NC, experienced a record-breaking storm tide at 3.6 feet above high tide on that same day. Florence was a slow-moving storm and proceeded to dump up to thirty-five inches of rain on the entire state of North Carolina and most of South Carolina, much of that water then flowing back toward the ocean and causing the already burgeoning waterways to crest many days after Florence had moved on. Due to such flooding, the city of Wilmington was cut off from the rest of the state for almost a week.

As has been stated in recent reports, the CDM has been encouraging presbyteries to take on more ownership of disaster preparedness and response efforts. Thankfully, the Presbytery of the Southeast (PSE) has taken that encouragement and is now one of the best prepared presbyteries in the OPC. Their presbytery diaconal committee was able to build on the foundation of disaster preparedness previously laid in the presbytery. (Each church has a disaster response coordinator identified, and a system in place to keep track of its members before, during, and after a cataclysmic event). As such, under the able leadership of Mike Cloy (elder, Reformation OPC, Gastonia, NC) and Tim Hopper (deacon, Shiloh OPC, Raleigh, NC), contact was made with all the churches of the presbytery days before Florence even struck, an accounting of all members was completed (i.e., which families left and which were sheltering in place), and contingency plans were established.

A team of seven (five brothers and two other men) from four states arrived in North Carolina before the storm hit, equipped with emergency rations and equipment. They staged their gear in a warehouse in Wilmington, NC, and then assisted in checking on affected OPC families before the storm. This disaster response team (“DRT,” as they affectionately became known), was able to accomplish much work in the name of Christ. This was a new stage of disaster response work for the OPC for which we give thanks, and from which we can learn how we might mimic such proactiveness in future disasters.

Tim Hopper prepared an excellent overview of this process in an article entitled *Ready for the Storm*, published in the December 2018 issue of *New Horizons*. Tim concluded:

“The development of a response plan by the disaster response team and diaconal committee of the PSE, in conjunction with information from local church officers, allowed us to ensure that each of our church members was accounted for and property damages were assessed once the storm hit. We

estimate that the work done by the disaster response team saved recipients over \$100,000 in tree cutting, driveway and road clearing, tarping, pumping water, and demolition of flooded properties.”

Covenant OPC (New Bern, NC), and Trinity Reformed OPC and Heritage OPC (Wilmington, NC), all had families who suffered flooding and downed trees. For some, the flood waters entered their homes, requiring the costly process of opening walls and floors to kill the mold, clean, and dry out. Since the coastline of North Carolina has such a naturally humid environment, the process of drying out saturated homes was not an easy one. Thankfully, for many church members, the water level did not rise high enough to enter into their homes, but it did flow under their homes, getting trapped in the crawl space, depositing contaminants and creating a moist environment ripe for the spread of mold and other biological hazards. As such, much of the disaster response effort has been engaged in the effort to dry homes with the use of commercial dehumidifiers, purchased mostly with the use of a \$10,000 gift donated to OPC Disaster Response for the express purpose of purchasing equipment. These efforts benefited very much from the expertise of Jim Flanagan (Covenant, New Bern), who providentially has decades of experience in disaster recovery work.

Feedback from homeowners that was posted on Tim Hopper’s Facebook page included:

“Thank you so much for your hard work and dedication. You were a great witness for Christ everywhere you went.”

“Thank you so much for helping C. get this work done on her house - you have indeed been the hands and feet of Jesus to her.”

“Thank you so much for checking on our home. We are resting easier now knowing what's going on and what to expect when we come back. Praying for your safety.”

“Love that the OPC is there caring for its people in time of need!”

On September 22—28, 2018, the OPC Disaster Response Coordinator performed an initial assessment, visiting the affected churches, their officers, and as many affected families as possible. He quickly discovered how far apart the families of these churches live. In his six days on the ground, he was able to visit about fifteen homes, churches, or places of business of OPC members, but drove over 900 miles to do so. Distance has certainly proved to be just one of the complexities of the Florence disaster response efforts.

In preparation for welcoming volunteers, Maribeth Campbell (Matthews OPC, Matthews, NC), agreed to serve as the volunteer coordinator for Florence disaster response efforts. She is reached by emailing FlorenceVolunteers@opc.org. Each affected church in the area identified a hospitality coordinator to assist in providing food and lodging for volunteers: Sheila Theune (Covenant, New Bern), Alaine Hofland (Trinity, Wilmington), and Ellis Furst (Heritage, Wilmington). The ministry efforts in North Carolina have been blessed by receiving eighty-one volunteers from fourteen states. The names of the volunteers who generously gave of their time and talents are listed in the addendum to this report.

From the time that it was clear that OPC congregations had been affected, the Florence Disaster Oversight Committee (FDOC) was established. On this committee is represented the presbytery diaconal committee (chairman, Mike Cloy), the CDM (Seth Long), and each of the three affected OPC churches (deacon Scott Cormier, Covenant, New Bern), Matt Mitchell (Heritage, Wilmington), and Alec Liederbach (deacon, Trinity, Wilmington). The FDOC met by conference call six times in 2018.

In October 2018, Fred de Ru (Grace OPC, Wasilla, AK) was graciously released from his duties as site coordinator in Houston, which enabled him to relocate to North Carolina to take up the work of Regional site coordinator there. Fred, with his wife Brenda at his side, faithfully served in this capacity through the end of 2018, and continues to do so at the time of the writing of this report. The CDM gives thanks to the Lord for men such as Mr. de Ru, without whom these efforts would not be possible.

As of the time of this writing, the Florence disaster response efforts continue.

DISASTER RESPONSE DEVELOPMENT

In recent years, the CDM has sought to transfer more ownership of disaster response to the regional church. Typically, disasters are regional events. Those best suited to respond, at least initially, are those who are situated locally and regionally. And yet, historically, there has been little involvement of the regional church in OPC disaster response efforts. God's timing is always perfect, as seen in the fact that the transition of oversight of disaster response to the presbyteries was a significant theme not only at the 2016 Presbytery Diaconal Summit held in Geneva, IL, but also at the 2017 National Diaconal Summit held in Wheaton, IL. This providentially served as great preparation for the unfolding of three disasters in three presbyteries within three weeks of each other in August and September 2017 and then another major hurricane in September 2018.

The OPC churches in Houston banded together in taking responsibility for oversight of the Hurricane Harvey disaster response efforts. The Hurricane Maria disaster response effort has been overseen by a special disaster response committee of the Presbytery of New Jersey. And the Presbytery of the Southeast's diaconal committee, the CDM, and each of the three affected OPC churches, are all represented on the committee that oversees the Hurricane Florence disaster response efforts.

DISASTER RESPONSE LEADERSHIP

The Lord continues to raise up individuals to serve in leadership roles: the site coordinators (a key role without which there could be no disaster response effort), volunteer coordinators, hospitality coordinators, and regional disaster response coordinators. All have served faithfully with little fanfare or recognition, and most of them entirely without compensation. These unsung heroes are the backbone of disaster response efforts.

DISASTER RESPONSE VOLUNTEERS

There are also hundreds of volunteers, from far and wide, who have responded to the call to come and give of their time, talents, and energies. Some come for a few days. Others come for a few months. The typical length of service for volunteers is one week. Their contribution is indispensable. They bring a renewed sense of energy and vigor to those who have grown weary. They come ready to serve, and leave with some sense of accomplishment, but also with an even greater sense of being blessed by those they came to serve. As the Lord taught his people, "It is more blessed to give than to receive." Individuals who served in 2018 are listed in the addendum to this report. The CDM rejoices in all those who have responded to the call to serve with their time, treasures, and talents, and encourages those who have not been involved to consider what they might be missing!

DISASTER RESPONSE COMMUNICATION PORTALS

Disaster response has shared space with short-term missions for many years:

- OPCSTM.org: This website has served to promote and document both short-term missions activities and disaster response efforts for many years.
 - NOTE: In March 2019, a separate website for disaster response was launched at OPCDisasterResponse.org.
- OPC.org:
 - The STM page at OPC.org included disaster response updates throughout 2018.
 - The homepage at OPC.org had six disaster response feature articles in 2018.
- The *S.T.O.R.M. Report*: In 2018, the monthly short-term missions and disaster response e-newsletter included six special editions to keep the church updated on the impact of Hurricane Florence and the OPC's response effort.

In addition:

- The *OPC Disaster Response* page at Facebook highlights and provides links to volunteer opportunities and reports from disaster sites.
- In 2018, seven issues of *New Horizons* included disaster response-related articles, news items, or advertisements.

REFUGEE MINISTRY – INTERNATIONAL - GREECE

In 2014, many in the OPC began to ask the CDM how they might participate in bringing relief to those suffering in the worldwide refugee crisis. Given the level of interest, and the severity of the situation, the CDM committed to search for good ministries to which gifts designated for refugee relief could be sent. In the course of its search, it discovered the work of the Greek Evangelical Church (GEC), which ministers to the needs of refugees fleeing from the Middle East as they pass through Greece on their way to Germany. Funds were sent to the GEC and a site visit was carried out in 2017 (details of that trip can be found in the report to the 85th General Assembly). This visit affirmed the CDM's belief that effective diaconal ministry to refugees (and other vulnerable people groups) is best carried out by the local church, as the GEC is doing.

REFUGEE MINISTRY – INTERNATIONAL – “SOUTH OF EGYPT”

In April 2018, the CDM Administrator, accompanied by the General Secretary of the Committee on Foreign Missions, Mark Bube, and missionary evangelist to Uganda, Dr. Charles Jackson, to visit Eritrean brothers and sisters living in exile in the country “south of Egypt.” There are over 400,000 Eritreans living as refugees there; many of them Christians. This visit was a follow-up to a visit made by Associate General Secretary of Foreign Missions, Rev Douglas Clawson, and former missionary to Eritrea, the Rev. Jonathan Falk. The purpose of these visits and future anticipated visits is to see how we can come alongside the saints suffering there. The plan is to move forward slowly and carefully, yet intentionally. May the Lord direct the plans that are underway.

REFUGEE MINISTRY - DOMESTIC

While funds could be sent to many far off places to minister to refugees, the Lord has brought to the attention of the CDM opportunities that exist right here in North America, where we are surrounded by immigrants and refugees who have become our neighbors. In 2018, representatives again attended the annual Refugee Highway Partnership Conference to learn more about ministry to refugees. Such ministry is not simply diaconal, but is a significant opportunity to share the gospel as well. As such, the CDM is thankful to partner with the CHMCE via the Rev. Al Tricarico in investigating how best to minister to this growing segment of our population. Throughout Scripture, the church is reminded of the special concern it ought to have for the sojourner and stranger, even as we ourselves are strangers on earth in a home that is not our final one.

EVANGELIST TO REFUGEES IN CLARKSTON

In April 2017, Redeemer OPC (Atlanta, GA), called the Rev. Christopher Cashen to serve as an evangelist to the refugees in nearby Clarkston, GA, a town with a population of thirteen thousand that has welcomed over forty thousand refugees in the past twenty-five years. In 2018, the CDM contributed \$30,000 toward the Rev. Cashen's ministry expenses. The work of the Rev. Cashen is groundbreaking work for the OPC. We look forward to advancing in our understanding of how best to minister both in Word and deed to the strangers in our midst.

Rev. Cashen reports on his work as follows: “The ministry among refugees and immigrants in Clarkston was full of continued learning and growth in 2018. Redeemer OPC grew in their love for the stranger as eight members volunteered their time to serve elementary school children from Syria, Afghanistan, Tanzania, Mexico, and the Congo, in an after school program that ran two to three days per week for nearly the entire year, during which the love of Christ was displayed, and the truth of the gospel was shared. English lessons were presented throughout the year in a formal classroom setting as well as in

individual homes. Through the teaching of English, ongoing relationships have been established with eleven different families. Diaconal work came in the form of providing transportation to medical, employment, and school appointments, as well as providing clothing, school supplies, and even a new transmission. The work grew in a profound way in November as we welcomed, housed, and provided refuge for a family of four seeking asylum from the Democratic Republic of the Congo. This family is teaching us what it means to ‘love your neighbor as yourself.’ We rejoice in the gospel opportunities that the Lord has provided, and are confident that we have only scratched the surface in Clarkston; the fields there are white for harvest.”

DISASTER RESPONSE FUNDS

The summary of designated gifts the CDM has received for disasters in recent years includes:

<u>DATE</u>	<u>EVENT</u>	<u>RECEIVED</u>	<u>EOY BALANCE</u>
n/a	General Disaster Fund	\$291,921	\$239,025
January 2010	The Earthquake in Haiti	\$376,326	\$68,617
March 2011	The Tsunami in Japan	\$628,016	\$0
October 2012	Hurricane Sandy in NY and NJ	\$180,907	\$0
May 2013	The Tornado in Moore, OK	\$5,336	\$0
November 2013	Typhoon Yolanda in the Philippines	\$13,208	\$0
April 2014	The Tornado in Pantego, NC	\$9,450	\$0
November 2015	The Refugee Crisis	\$54,090	\$4,415
August 2016	Flooding in Louisiana	\$3,394	\$0
August 2017	Hurricane Harvey	\$450,777	\$47,966
September 2017	Hurricane Irma	\$112,947	\$94,704
September 2017	Hurricane Maria	\$111,299	\$32,911
<u>September 2018</u>	Hurricane Florence	<u>\$117,882</u>	<u>*\$113,189</u>
TOTAL		\$2,355,553	\$600,827

* Includes \$50,000, not received for Hurricane Florence, but transferred from the General Disaster Fund.

Detailed descriptions of the OPC’s activities in response to each of these disasters can be found in previous reports of the CDM to the General Assembly. The total dollar figure above, representing funds received from OPC members, sister churches, and non-OPC individuals, demonstrates a profound compassion for those who suffer great loss, and aptly reflects the mercy and compassion of our Lord and Savior Jesus Christ.

DISASTER RESPONSE FUNDS DECOMMISSIONED

In recent years, the CDM adopted a few policies which it has communicated to the church, regarding what to do with funds designated for a specific disaster response effort after that disaster response effort comes to a close. The following is communicated on the diaconal ministries webpage at OPC.org:

While the Committee on Diaconal Ministries is committed to utilizing donations designated for a specific disaster towards that disaster, on occasion a portion of the designated funds may remain long after the disaster response effort has concluded. In that case, the committee has the following policies in place:

- *Any designated disaster response funds that remain two years after the date of the disaster may be transferred to the CDM General Disaster Response Fund.*
- *Amounts in the CDM General Disaster Response Fund over \$50,000 may be transferred to the CDM General Fund.*

In accordance with this policy, the CDM, at its meeting in March 2018, determined to transfer \$200,000 in Haiti earthquake relief funds (dating back to 2010) to the General Disaster Response Fund. The Hurricane Harvey evangelist is being funded with \$100,000 of these decommissioned funds..

D. MINISTRY TO AND THROUGH LOCAL DEACONS

One of the primary reasons for the existence of the CDM is to encourage local deacons in their labors and to identify, promote, develop, and distribute resources for deacons. Despite its name, the CDM carries out little diaconal ministry directly. The diaconal ministry of the OPC is predominantly carried out by deacons locally and, to a much lesser degree, regionally.

DIACONAL TRAINING SUBCOMMITTEE

The Diaconal Training Subcommittee (DTS) is responsible for considering ways to assist and encourage deacons in their labors in the local church. The primary way in which the DTS trains and encourages deacons is through periodic diaconal conferences, both national (denomination-wide) and regional (presbytery-wide).

THE NATIONAL DIACONAL SUMMIT

The details of the third OPC National Diaconal Summit (NDS 2017) were reported extensively in the report to the 85th General Assembly. along with the fact that the CDM was persuaded to hold these summits more frequently than every five years. Plans are underway for the fourth summit (NDS 2021) which will most likely be held in the month of June on the campus of Wheaton College. Differing from the previous three summits, the CDM anticipates using speakers from within the OPC for most, if not all, of its speaking slots, rather than bringing in an keynote speaker from outside the OPC. The aim is to provide as practical an experience as possible for the deacons who attend.

Video footage from the plenary sessions of the 2010, 2012, and 2017 National Diaconal Summits is available for diaconal training purposes, particularly useful for training deacons who were ordained since the summits or for those who would simply like a refresher on what was learned. The videos can be found under “Resources: Teaching Materials from Diaconal Summits” on the diaconal ministries webpage at OPC.org/committee_dm.

PRESBYTERY DIACONAL SUMMITS

A significant focus of the CDM in recent years has been to encourage Presbytery Diaconal Committees (PDC) in their labors. The vision of the CDM is to see a network of deacons (local, regional, and denominational) working together as a unit for the good of the church and her witness. The CDM considers the PDC to be the lynch pin in this endeavor and thus began to host a Presbytery Diaconal Summit (PDS) every two years: 2012, 2014, and 2016. The CDM chose to postpone its next PDS until 2019 so as to align it with the new four-year cycle for the National Diaconal Summit (NDS), thus creating the opportunity of holding the PDS and the NDS in conjunction with one another every four years. The first of these dual summits is projected to occur in 2021, Lord willing.

PDS IV is scheduled for October 10—12, 2019 in the Chicago area at the Comfort Inn and Suites in Geneva, IL. Each presbytery is welcome and encouraged to send *four* members of its PDC to this event; the CDM plans to cover all the costs of travel, food and lodging for these men. This summit will be designed to offer a great time of fellowship and interaction for the members of each PDC, that they might grow in their capacity to serve their regional church well together.

PRESBYTERY DIACONAL COMMITTEE REVITALIZATION

The CDM has been encouraged to see many Presbytery Diaconal Committees (PDC) revitalized in their work in recent years. The CDM offers a *Proposed Mandate for the Work of the PDC*, a compilation of the mandates of various PDCs throughout the OPC’s sixteen presbyteries. The mandate has been utilized by

some presbyteries, sometimes in an edited form, to assist them in revising or improving the work of their PDC. The proposed mandate can be found under “Presbytery Diaconal Committees” on the diaconal ministries webpage at OPC.org/committee_dm.

Presbyteries that have made significant changes to the work and structure of their PDC in recent years include the Presbyteries of Ohio, the South, the Southeast, the Northwest, and most recently, the Presbytery of New York and New England, and the Presbytery of Philadelphia. There are other presbyteries that have undergone healthy transition in their committee makeup as well. The CDM is willing to assist any presbytery desiring to revive or strengthen the work of their PDC.

PRESBYTERY DIACONAL CONFERENCES

One of the first actions a revitalized Presbytery Diaconal Committee (PDC) might take (after getting organized and gathering contact information for all the deacons in the presbytery) is to host a presbytery diaconal conference. These conferences are a great way for the PDC to get to know many of the deacons in their presbytery and for all deacons to meet one another, receive training in diaconal matters, and be encouraged and motivated in the ministry of mercy that is theirs on behalf of the church. On April 6--7, 2018, nearly forty deacons, ministers, elders, and officers-in-training gathered at Shiloh OPC in Raleigh, NC, for the second Presbytery of the Southeast (PSE) Diaconal Conference. The Keynote Speaker was Dr. C.N. Willborn, Pastor of Covenant PCA (Oak Ridge, TN). OPC deacon Tim Hopper and the Rev. Matt Holst, both members of the PSE PDC, also served as speakers. The CDM was delighted to participate by contributing \$1,000 toward the costs of this event. Videos of the conference, useful as deacon training material, can be found under “Teaching Materials from Diaconal Summits” on the diaconal ministries webpage at OPC.org/committee_dm. In an effort to encourage each PDC to consider sponsoring diaconal conferences on a periodic basis, the CDM offers itself as a resource to help the PDCs in their efforts to underwrite and organize such events.

OPC DEACONS FACEBOOK PAGE

In 2017, the CDM created an *OPC Deacons* Facebook page. This page is structured as a closed group so that it is closed to all but OPC officers in order to encourage candidness and ensure privacy among its members. This forum gives deacons the ability to share diaconal resources they find interesting and relevant, and to discuss topics or specific matters pertaining to their work as deacons. There are currently one hundred and eight-two OPC officers who have joined the page and are able to communicate with one another via this private form of social media.

THE MERCY MINUTE

Now in its seventh year, the quarterly e-newsletter of the CDM, *The Mercy Minute*, is intended to keep the deacons of the OPC informed and connected by sharing the work that local diaconates or presbytery diaconal committees are doing, bringing attention to specific needs within the OPC, or simply bringing a word of encouragement. Admittedly, thanks to our growing awareness of the range of diaconal labors going on within the OPC, this publication has come to represent much more than a “minute” of material...and in this we rejoice! The 2018 newsletters included full articles on such topics as *My First Year as a Deacon*, and *Deacons as Mobilizers of Volunteers*, and *A Christian Response to Disaster*; resolutions of thanks for Mr. Robert Wright, Jr., and the Rev. Lendall Smith, both of whom retired from many years of service on the CDM; recruiting of volunteers for various OPC disaster response efforts, and reports on those efforts; new diaconal resources posted on the diaconal ministries webpage at OPC.org; highlights of the work of various presbytery diaconal committees, and reports on the refugee relief work in Clarkston. *The Mercy Minute* is currently emailed to over fifteen hundred church officers. Anyone who wishes to be added to the distribution list ought to notify the CDM Administrator (david.nakhla@opc.org). Back issues of the newsletter can be found under “Resources: Mercy Minute Archives” on the diaconal ministries webpage at OPC.org/committee_dm.

MINISTRY OF MERCY LECTURES

In August 2018, at the invitation of the CFM, the CDM Administrator prepared a series of five lectures on *The Ministry of Mercy* to be used as part of the CFM's Mobile Theological Mentoring Corp (MTMC), which is for churches in foreign countries where the OPC does not have a full-time missionary, but desires to encourage the church there in its pursuit to become Presbyterian and Reformed). On August 27, he traveled to Colombia with the the Rev. Douglas Clawson to present this material to two congregations there.

The series sought to cover the following topics:

- What is Mercy Ministry
- The Special Office of Deacon
- Qualifications for Deacons
- Principles for Diaconal Ministry
- Diaconal Ministry in Our Churches

The CDM Administrator anticipates the opportunity to see this material presented in other countries and venues as well.

DIACONAL RESOURCES

The CDM continues to work with the Committee on Christian Education (CCE) to provide content for OPC publications that might help or encourage deacons in their labors or address topics that relate to the work of the deacons. This material appears in *New Horizons*, *Ordained Servant* and on the diaconal ministries webpage at OPC.org.

The diaconal ministries webpage (OPC.org/committee_dm), referred to throughout this report, includes the following resources:

- CDM contact information
- The CDM Administrator's reports on recent meetings
- Presbytery diaconal committee contact information
- Proposed mandate for the work of the presbytery diaconal committee
- Principles of diaconal ministry
- Instructions on how to request diaconal assistance from the CDM
- Teaching materials from diaconal summits
- Disaster response information
- Refugee relief information
- *The Mercy Minute* archives
- Links to diaconal articles in *New Horizons*
- Suggested reading for deacons
- A link to the *OPC Deacons* Facebook page
- Instructions on how to donate to the CDM

E. MINISTRY TO AND THROUGH MISSIONARY DEACONS

In reflecting upon the divinely ordained role of deacons to enable ministers of the Word to devote themselves to their calling, the CDM concluded that it is proper and appropriate to use CDM funds to participate in sending out missionary deacons to assist missionaries in their labors on the field. The CDM has a cooperative agreement with the CFM to promote the work of the church through the ministry of missionary deacons. It is clearly understood that the missionary deacon is sent by and is under the oversight of the CFM.

MISSIONARY DEACON SUBCOMMITTEE

The Missionary Deacon Subcommittee (MDS) assists in recruiting, training, fielding, visiting, and encouraging missionary deacons. Missionary deacons are sent in response to the request of the field and with the concurrence of the CFM.

HAITI MINUTE MEN

At the request of the OP Haiti Mission (OPHM), the CDM serves to recruit and fund a fleet of skilled workers, now affectionately referred to as the “Haiti Minute Men,” who might be called upon to serve on a short-term basis to care for OPHM vehicles and property, and to help with diaconal training as needs arise, in lieu of putting a full-time man on the field. The CDM makes use of some of the remaining Haiti earthquake relief funds to help cover the travel costs of those who go to serve the OPHM in this capacity. In February 2018, four men from Pennsylvania visited Haiti to plaster the walls at the La Gonave guest house. In April, two men from Wisconsin traveled to Haiti to make vehicle and guest house repairs. The OPHM gives thanks for this helpful contribution to their labors.

MISSIONARY DOCTOR TO UGANDA

In 2018, the CDM came alongside the CFM in providing the full support for Dr. Flip Baardman to serve as a missionary doctor at the Akisyon A Yesu Presbyterian Clinic in Nakaale, South Karamoja, Uganda, since the clinic serves as a diaconal arm of the OP Uganda Mission. Dr. Baardman has agreed to serve a two-year term. He reports, “I can really say we are settled in and I am enjoying the work at the clinic very much. Patients have been many, so I have been busy with seeing patients and overseeing and teaching the staff. The Karamojong language is a hard nut to crack but we are learning every day. The amount of patients is a bit related to the season. In 2019, we are planning on doing blood transfusions at the clinic because very often blood is not available at surrounding hospitals...” Unless the CDM’s financial outlook changes considerably in the coming years, the CDM anticipates having only enough funds to cover the salary of a missionary doctor for the duration of Dr. Baardman’s two-year term.

MISSIONARY DEACON TO UGANDA

In 2018, the CDM came alongside the CFM in supporting facilities engineer/missionary deacon Mark Van Essendelft in Uganda. While Mr. Van Essendelft was not called primarily to oversee a ministry of mercy, but rather to oversee the care and maintenance of the properties in Karamoja, it is recognized that as a deacon, he will have ample opportunity to participate in an active ministry of mercy. As such, the CDM concurred with the invitation of the CFM to participate in funding his efforts at fifty percent of his costs. This support began in the fall and is anticipated to continue through his four-year term. Unless the CDM’s financial outlook changes considerably in the coming years, the CDM anticipates having only enough funds to cover the salary of a missionary deacon for the duration of Mr. Van Essendelft’s four-year term.

F. MINISTRY TO MINISTERS AND THEIR WIDOWS

A very important and beloved ministry of the CDM was spawned in 2006, when a gift of \$150,000 was received from a generous member of the OPC who requested that the funds be applied specifically to the needs of retired OPC ministers and their widows. The Obadiah Fund, named in honor of the prophet Obadiah, who protected and cared for one hundred prophets of the Lord, was created to receive and administer this gift.

Who is worthier to receive the diaconal care of the church than those who have given their lives in service to Christ’s church, and their wives who have faithfully served alongside them. Many OPC ministers have made great sacrifices, financial and otherwise, to accept the calls offered to them by congregations of the OPC.

MINISTERS AND WIDOWS SUBCOMMITTEE

The CDM established the Ministers and Widows Subcommittee (MWS) to oversee this ministry and the Obadiah Fund. With the establishment of the OPC’s Committee on Ministerial Care (CMC), and the

transfer of the Obadiah Fund and the diaconal care of ministers and their widows to the CMC on July 31, 2018, the CDM determined to dissolve the MWS on that same date.

THE OBADIAH FUND

The donor who made the gift of \$150,000 with which the Obadiah Fund began, also committed to renewing that gift of \$150,000 each year, and has faithfully done so since 2007. The CDM has been delighted to see a growing number of other individuals designating gifts to the Obadiah Fund, too.

Each year from 2007 through 2018, the CDM distributed a portion of the available funds by making a general disbursement to each of the households on its list of eligible retired ministers and widows. It has been the CDM's practice to ask each Presbytery Diaconal Committee (PDC) to provide a report on the welfare of the eligible individuals in their presbyteries. In the past several years, gifts were made based on age bracket, with younger retired ministers receiving gifts starting at \$500, and older retired ministers and all widows receiving up to \$1,250 each. In 2018, gifts were distributed to ninety-seven retired ministers and sixteen widows. If a PDC reported a particular need on the part of any individual, that need was addressed separately as a Special Disbursement.

With projections indicating that the number of eligible beneficiaries could double within the next ten years as baby boomers (those born between the year of 1946 and 1964) retire, the Obadiah List will continue to grow. At the end of 2017, the generous donor, whose initial gift led to the establishment of the Obadiah Fund, gifted to the OPC the principal from which those yearly contributions were being drawn. This gift was in the amount of \$2,387,000, and it, along with other funds donated to the Obadiah Fund, will enable the CMC to continue the legacy of care for retired OPC ministers. We rejoice that the Lord has provided so richly and we trust that He will continue to do so!

As the CDM brings to a close its direct involvement with this cherished ministry to retired OPC ministers and their widows, it gives thanks to the Lord for the opportunity to interact in this unique way with this loved sector of the OPC and to all those who have contributed to the Obadiah Fund, making this work possible. A particular expression of thanks is due to the original donor to the Obadiah Fund (who has chosen to remain anonymous), without whose thoughtful care, the CDM would not have been able to report that, from 2007 through 2018, it has been able to distribute to OPC retirees a total of \$1,322,000!

DIACONAL CARE FOR NON-RETIRED MINISTERS

In 2018, as the Committee on Ministerial Care began to take over the receipt of requests from Presbytery Diaconal Committees for assistance for non-retired ministers, the CDM provided \$25,000 towards those needs, and anticipates participating in a similar fashion each year. This request will be handled by the Aid Request Subcommittee of the CDM going forward.

III. CDM ADMINISTRATION

A. Membership:

<u>Class</u>	<u>Ministers</u>	<u>Ruling Elders</u>	<u>Deacons</u>
2019	Ronald E. Pearce	Alexander A. Zarek	John J. Voss, Jr.
2020	T. Nathan Trice	Seth B. Long	Christopher A. Sudlow
2021	Christopher B. Cashen		Ronald C. de Ru Joel B. King

B. Officers:

President: T. Nathan Trice
Vice-President: Seth B. Long
Secretary: Christopher B. Cashen
Treasurer: John J. Voss, Jr.

C. Subcommittees (as of Dec 31, 2018):

1. *Executive Committee:* **Trice, Long, Cashen, Voss**
2. Standing Subcommittees: (chairman in **bold**)
 - a. *Administration and Finance Subcommittee (AFS):* Long, **Sudlow**, Voss
 - b. *Aid Request Subcommittee (ARS):* Long, Trice, **Voss**
 - c. *Disaster Response Subcommittee (DRS):* de Ru, King, Long, Voss, **Zarek**
 - d. *Diaconal Training Subcommittee (DTS):* Cashen, King, Pearce, Sudlow, **Trice**
 - e. *Missionary Deacon Subcommittee (MDS):* Cashen, de Ru, **Trice**
3. CDM Representative on *Missionary Widow Fund* (trustees of the Fund appointed by the CFM): Pearce

D. Staff:

Administrator: David P. Nakhla
Administrative Assistant/Communications Coordinator Janet L. Birkmann
Disaster Response Coordinator (DRC): David P. Nakhla
Short-Term Missions Coordinator (STMC): David P. Nakhla

E. Donations:

Tax-deductible donations to the CDM should be made payable to:

- *Orthodox Presbyterian Church*

These donations can be further noted as follows:

- *CDM* – For funds intended for general benevolent use
- *Disaster Relief* – For funds intended for general disaster relief
- *Refugee Relief* – For funds intended for the relief of refugees
- Additional instructions can be found under “Donations” on the diaconal ministries webpage at OPC.org/committee_dm.

Please mail donations to:

The Committee on Diaconal Ministries
Orthodox Presbyterian Church
607 N. Easton Rd., Bldg. E
Willow Grove, PA 19090

F. Correspondence:

All correspondence pertaining to the work of the CDM may be sent to the CDM Administrator, Mr. David P. Nakhla, at david.nakhla@opc.org.

Disaster response matters may be sent to OPCDisasterResponse@opc.org. Short-term missions matters may be sent to OPCShortTermMissions@opc.org.

G. Policies:

CDM policies and procedures that are relevant to those outside the CDM can be found on the diaconal ministries webpage at OPC.org/committee_dm.

H. Incorporation:

Since July 20, 2011, the CDM has been incorporated as a non-profit organization in the State of Delaware. This enables the CDM to own equipment and property, particularly helpful for ministering to those affected by disasters.

IV. RECOMMENDATIONS

- A. That for the year 2019 the General Assembly requests the churches of the OPC support the work of this committee at the suggested rate of \$25.00 per communicant member.

V. BUDGET

	2017 Actual	2018 Budget	2018 Actual	2019 Budget	2020 Budget
ADMINISTRATION & FINANCE (AFS)					
Staff Salaries & Benefits	\$178,223	\$197,174	\$194,097	\$194,825	\$198,000
Staff Travel	\$13,942	\$13,000	\$17,340	\$16,000	\$16,000
Office & Vehicle Expenses	\$12,498	\$23,100	\$12,944	\$15,000	\$15,000
Committee Mtg (including travel)	\$9,634	\$11,000	\$10,059	\$11,000	\$11,000
Promotional Material	\$3,623	\$15,000	\$12,824	\$13,000	\$10,000
Stipends	\$400	\$2,000	\$0	\$2,000	\$2,000
Ministry Support / Development	\$3,526	\$10,000	\$999	\$5,000	\$5,000
COC Financial Services Fee	\$0	\$0	\$10,658	\$22,500	\$22,500
Miscellaneous	\$0	\$1,000	\$0	\$1,000	\$1,000
AFS Total	\$221,847	\$272,274	\$258,921	\$280,325	\$280,500
AID REQUEST (ARS)					
China	\$9,600	\$10,400	\$0	\$0	\$0
Eritrea	\$0	\$3,500	\$3,500	\$13,000	\$13,000
Ethiopia	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Haiti	\$3,000	\$3,500	\$3,500	\$4,000	\$4,000
Uganda - Mission Stations	\$29,000	\$47,000	\$33,000	\$41,500	\$46,500
Uganda - Clinic	\$56,130	\$86,570	\$76,570	\$55,570	\$55,570
Uruguay	\$0	\$250	\$250	\$300	\$300
Fgn - Special Relief	\$1,500	\$15,000	\$11,064	\$15,000	\$15,000
Scholarships - Philadelphia	\$9,300	\$5,000	\$0	\$0	\$0
Dom - Special Relief	\$31,920	\$60,000	\$29,400	\$65,000	\$65,000

ARS Total	\$150,450	\$241,220	\$167,284	\$204,370	\$209,370
DISASTER RESPONSE (DRS)					
Refugee Relief	\$0	\$50,000	\$31,200	\$31,200	\$31,200
Disaster Response - Fgn	\$0	\$25,000	\$3,836	\$25,000	\$25,000
Disaster Response - USA	\$1,862	\$20,000	\$0	\$20,000	\$20,000
DRS Total	\$1,862	\$95,000	\$35,036	\$76,200	\$76,200
DIACONAL TRAINING (DTS)					
National Diaconal Summit	\$63,108	\$5,000	\$0	\$0	\$5,000
Presbytery Diaconal Summit	\$300	\$10,000	\$0	\$20,000	\$0
Other Diaconal Conferences	\$0	\$5,000	\$1,000	\$2,000	\$2,000
Local Diaconal Visitation			\$0	\$30,000	\$0
DTS Total	\$63,408	\$20,000	\$1,000	\$52,000	\$7,000
MISSIONARY DEACON (MDS)					
MssryDeacon - Haiti	\$0	\$5,000	\$0	\$5,000	\$5,000
MssryDeacon - Uganda	-\$7,584	\$175,000	\$184,029	\$150,000	\$80,000
MssryDcn - Equipment		\$50,000	\$47,000	\$2,500	\$2,500
MDS Total	-\$7,584	\$230,000	\$231,029	\$157,500	\$87,500
MINISTERS & WIDOWS (MWS)					
Obadiah General Gifts	\$89,500	\$100,000	\$98,000	\$0	\$0
Obadiah Specific Diaconal Gifts	\$11,800	\$30,000	\$32,450	\$0	\$0
Health Insurance Premiums	\$0	\$10,000	\$0	\$0	\$0
MWS Total	\$101,300	\$140,000	\$130,450	\$0	\$0
Ministry Expenses Total	\$309,437	\$726,220	\$564,799	\$490,070	\$380,070
General Fund Expenses Total	\$531,283	\$998,494	\$823,720	\$770,395	\$660,570

VI. FINANCIALS

ORTHODOX PRESBYTERIAN CHURCH
Committee on Diaconal Ministries
Balance Sheet
Period Ending December 31, 2018

	74 Diaconal General	76 Diaconal Disaster Relief	Diaconal TOTAL
ASSETS			
Cash and Money Market Accounts	\$109,391.81	\$600,827.55	\$710,219.36
Investments	\$572,139.99	\$0.00	\$572,139.99
Advances	\$2,623.18	\$0.00	\$2,623.18
Equipment and Furniture, Net of Accumulated Depreciation	\$25,314.63	\$0.00	\$25,314.63

Real Estate, Net of Accumulated Depreciation	\$0.00	\$0.00	\$0.00
Total Assets	<u>\$709,469.61</u>	<u>\$600,827.55</u>	<u>\$1,310,297.16</u>
LIABILITIES			
Other	\$0.00	\$0.00	\$0.00
Total Liabilities	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Fund Balances	<u>\$709,469.61</u>	<u>\$600,827.55</u>	<u>\$1,310,297.16</u>
Total Liabilities and Fund Balances	<u>\$709,469.61</u>	<u>\$600,827.55</u>	<u>\$1,310,297.16</u>

ORTHODOX PRESBYTERIAN CHURCH
Committee on Diaconal Ministries
Statement of Activities Sheet
Period Ending December 31, 2018

	74 Diaconal General	76 Diaconal Disaster Relief	Diaconal TOTAL
REVENUES COLLECTED			
Contributions			
Designated	393,067.98	403,088.94	\$796,156.92
Bequest	0.00	0.00	\$0.00
Interest & Dividends	14,532.37	851.88	\$15,384.25
Gain /(Loss) on Investments	0.00	0.00	\$0.00
Other Revenue	4,485.57	0.00	\$4,485.57
Total Revenue Collected	<u>412,085.92</u>	<u>403,940.82</u>	<u>816,026.74</u>
EXPENSES PAID			
Total Expenses Paid	<u>682,733.14</u>	<u>523,500.59</u>	<u>1,206,233.73</u>
Excess (Deficiency) of Revenues Collected Over Expenses Paid	<u>-270,647.22</u>	<u>-119,559.77</u>	<u>-390,206.99</u>
Fund Balance Beginning of Year	<u>950,116.83</u>	<u>720,387.32</u>	<u>1,670,504.15</u>
Transfers (to/from other OPC Funds)	<u>30,000.00</u>	<u>0.00</u>	<u>30,000.00</u>
Fund Balance End of Year	<u>709,469.61</u>	<u>600,827.55</u>	<u>1,310,297.16</u>

VII. ELECTIONS

The terms expiring at this Assembly are:

<u>Class</u>	<u>Ministers</u>	<u>Ruling Elders</u>	<u>Deacons</u>
2019	Ronald E. Pearce	Alexander A. Zarek	John J. Voss, Jr.

Messrs. Pearce and Zarek have asked that their names not be placed into nomination. Mr. Voss has indicated that he is willing to have his name placed into nomination for continued service on the CDM. The bylaws stipulate the construction of the committee such that this class ought to be populated by one minister, one elder, and one deacon.

VIII. ADDENDUM

Disclaimer: All individuals and/or churches are acknowledged to the best of our ability.

ADDENDUM A: OPC DISASTER RESPONSE VOLUNTEERS IN 2018

HURRICANE HARVEY: Houston

Disaster Response Leadership in Houston in 2018:

Houston Temporary Operating Committee:

Steve Larson, Cornerstone OPC, Houston, TX
 Rev. Mark Sumpter, Regional Home Missionary of the Presbytery of the Southwest
 David Nakhla, OPC Disaster Response Coordinator

Regional Disaster Response Coordinator:

Steve Larson, Cornerstone OPC, Houston, TX

Site Coordinators:

Jeff Davis, Cedar OPC, Jenison, MI
 Fred de Ru, Grace OPC, Wasilla, AK

Volunteer Coordinators:

Peggy Sumpter, Cornerstone OPC, Houston, TX
 Brenda de Ru, Grace OPC, Wasilla, AK

Hospitality Coordinators:

Mark and Peggy Sumpter, Cornerstone OPC, Houston, TX
 Gloria Davis, Cedar OPC, Jenison, MI

Thank You Note Coordinator for Hurricanes Harvey and Irma:

Janet Morgan, Church of the Covenant, Hackettstown, NJ

OPC Volunteers:

Mark Palmer	Providence OPC	Madison, AL
Kristina Mellon	Trinity OPC	Capistrano Beach, CA
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 Unity Community Church
 Calvary Church

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THE OPERATING MANUAL
OF
THE COMMITTEE ON DIACONAL MINISTRIES
OF
THE ORTHODOX PRESBYTERIAN CHURCH

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I. The Purpose of the CDM

A. Purpose

The purpose of the Committee on Diaconal Ministries (CDM) shall be to coordinate, stimulate, and promote the diaconal ministries of the congregations of the Orthodox Presbyterian Church (OPC) in those areas which are beyond the province and/or capacity of the local diaconates or presbytery diaconal committees.

B. History

The Committee on General Benevolence (which in 1973 was renamed the Committee on Diaconal Ministries) was established in 1947 in response to an overture to the Fourteenth General Assembly from the Presbytery of Philadelphia. Its purposes were "to study the needs of Christians who would not normally come under the purview of the deacons of the local churches" and "to solicit funds for and distribute gifts to those needy Christians."

In 1960, the CDM described itself as "an instrument of the whole church in ministering to the broader areas of human need, poverty, and suffering which are the responsibility of the whole church."

In 1970, the CDM was instructed "to examine ways to expand their ministry in cooperation with local congregations and presbyteries to reach out to the needs of the poor and distressed in the church and the world."

In 1984, a special study committee reported to the Fifty-first General Assembly the result of four years of research and deliberations with regard to their assignment "to present to the Forty-eighth General Assembly a report that will provide principles grounded on the exegesis of Scripture leading to positive attitudes and actions on which the church may base its diaconal ministry...." The extensive majority and minority reports presented by the study committee sparked a debate surrounding the worthy recipients of the church's diaconal ministry.

In 2005, the Committee began a process of reevaluation of its ministries and restructuring of the Committee to meet the increasing needs of the church. Major disasters at home and abroad, an increasing number of retired ministers and widows, a growing concern for the training and encouragement of deacons, an awareness of the need to improve procedures for meeting financial requests, a need for coordination of short-term missions programs, a desire to improve communications and reports to the church, and a possibility of developing a program to send out missionary deacons to help on mission fields, resulted in

the expansion of the Committee from seven to nine members. Standing subcommittees were created to focus the labors of the committee members on ministry to ministers and widows, diaconal training, disaster response, and providing oversight to missionary deacons. This process also led to the hiring of one to serve as Administrator of the CDM, Disaster Response Coordinator, and Short-Term Missions Coordinator.

C. The Office of Deacon

The primary duty of the Church is to witness to the gospel, to celebrate the sacraments, to seek man's sanctification, and above all, to seek God's glory. To this end, elders were appointed and ordained. The office of deacon was established to relieve the elders of certain time- and energy- consuming tasks in order that the elders might devote themselves more fully to prayer and the ministry of the Word. As part of the diaconal ministry, the Church has asked the deacons to oversee the work of God's people as they provide fully, with love, first for their fellow Christians' needs, and afterwards to the needs of the world.

Quoting the Form of Government of the OPC, "Deacons are called to show forth the compassion of Christ in a manifold ministry of mercy toward saints and strangers on behalf of the church. To this end they exercise, in the fellowship of the church, a recognized stewardship of care and of gifts for those in need or distress."

D. Principles of Diaconal Ministry

1. The Reason for Diaconal Ministry

The heart of God for the poor is the reason for the diaconal ministry of the church. God's special regard for the needy among his people is clearly revealed in:

- His careful provision for and protection of them:
e.g., Leviticus 23:22; 25:35-37; Deuteronomy 15: 7-11; 24: 10-15
- His stern warnings against the neglect or abuse of them:
e.g., Proverbs 11:24; 14:21,31; 21:13; 22:22-23; 28:27
- His calls for covenant renewal in terms of care for them:
e.g., Isaiah 1:16-17; 58:6-10; Ezekiel 18:16; Zechariah 7:9-10
- His casting of the Messiah's ministry in terms of ministry to them:
e.g., Isaiah 11:4; 29:19; 61:1; Luke 4.18; Matthew 5:3

- His many calls to show generosity toward them:
e.g. Job 29:11-16; Psalm 41:1; 112:9; Matthew 5:42; 25:35-40; Luke 3:11; 6:30-38; 12:33; 14:12-14; Acts 20:35; Romans 12:13, 20; 2 Corinthians 8:1-21; 9:1-13; Ephesians 4:28; 1 Timothy 6:17-18; Titus 3:14; Hebrews 13:16; James 1:27; 2:15-18; 1 John 3:17-18

And God's general regard for all the needy among his creatures is revealed in:

- His goodness and mercy to all:
e.g., Psalm 145:9; Psalm 36:6
- His provision for both the just and the unjust:
e.g., Matthew 5:45; Luke 6:35-36
- The general benevolence by which he testifies of himself to all men:
e.g., Acts 14:17; Romans 2:4

The church ministers to the poor and needy because of the very character and ways of our God.

2. The Need for Leadership in Diaconal Ministry

Though much of the church's ministry to the poor will be on an individual and spontaneous basis, Acts 6:1-6 makes clear the need for leadership in the mercy ministry of the Church in order to better coordinate and allocate the resources of the church for the good of those in need. The office of deacon in the local church is the primary provision for this need for diaconal leadership, but in a connectional church it is proper that this leadership also be manifested at the regional level (presbytery diaconal committees) and national level (a denominational committee on diaconal ministry) as well.

3. The Subordinate Role of Diaconal Ministry

While ministries of both word and deed are entrusted to the Church, the clear priority in Scripture is on the ministry of the Word of God. Indeed, the institution of the diaconate is expressly related to this priority, inasmuch as deacons serve to preserve the priority of the elders' devotion to the ministry of the word and prayer (Acts 6: 3-4). The forgiveness of sins and a new life in Christ is what men most fundamentally need, and all temporal needs are trivial in comparison. For this reason, the diaconal ministry of the Church must never be separated from the preaching and teaching ministry of the Church, and should always serve to facilitate it. Biblical mercy ministry may never

devolve into mere aid or relief work, but rather should always adorn the ministry of the gospel.

4. The Essential Nature of Diaconal Ministry

Though subordinate to the ministry of the Word, mercy ministry is, however, a vital complement to it, and can even be indispensable to it. The gospel is an expression of the holistic love of God: it aims at the ultimate wellbeing of the whole person, both body and soul. The kingdom of Christ will bring an eventual end to all human deprivation, both spiritual and material, for those who put their faith in Christ. The church testifies to this reality when it complements the ministry of the Word with a ministry of mercy, even as our Lord joined a ministry of healing to his ministry of teaching. Indeed, without genuine compassion for the material needs of our brother, our assurances of love for them can ring hollow (James 2: 15-16). The work of diaconal ministry is to lead the Church in such a way as to ensure that its love is not in word or talk only, but in also in deed and in truth (1 John 3:17-18). This is not to displace the ministry of the Word as the primary calling of the Church. It is rather to strengthen it, and to render it more credible and effective.

5. The Church and Diaconal Ministry

The primary focus of diaconal ministry in the Bible is clearly on the covenant community. A special priority is given to providing aid to fellow members of the covenant community in the Old Testament legislation (Deuteronomy 15:11-12). The widows that Paul refers to as being eligible for ongoing diaconal support are members of the church (1 Timothy 5: 3-16), as were the widows in the Jerusalem church (Acts 6: 1-6). And the special offering for the poor that Paul takes among the churches is for the “saints in Jerusalem” (Acts 11:29, Romans 15:26, 2 Corinthians 8: 1-15). This priority of the household of faith is due to the fact that diaconal ministry is a vital component of the communion of the saints: it is a benefit of the unique bond of love that Christ has formed by his saving union with his Church (Westminster Confession 26:1-2). Just as the priority of the ministry of the Word each Lord’s Day is for the assembled people of God, so also the priority for the use of diaconal funds is for the covenant community.

6. The World and Diaconal Ministry

Just as the ministry of the Word is not only for the Church but also for the world, so also is the ministry of mercy for both “saints and strangers on

behalf of the church” (FOG XI.1). In the Mosaic law the resources of the covenant community were to be shared with the sojourner and stranger (e.g. Leviticus 19:10; 23:22; Deuteronomy 24:19-21; 26:11-13). Likewise, Paul exhorted the church, “as we have opportunity, let us do good to everyone, and especially to those who are of the household of faith” (Galatians 6:10). Diaconal ministry adorns the gospel when it provides tangible evidence of the love of God and of his messengers for the lost of this world. Indeed, in certain circumstances of extreme hardship the ministry of the Word can be virtually unintelligible apart from a ministry of deed. A compassionate response to men’s temporal needs can encourage an openness of heart to the gospel’s provision for their deeper eternal needs.

7. The Potential Abuse of Diaconal Ministry

Diaconal ministry is always susceptible to abuse on the part of its recipients, due to the sinfulness of men’s hearts. Jesus acknowledged the tendency of men to seek only the material apart from the spiritual blessings of his own ministry (John 6: 26-27). Diaconal ministry must be conducted, therefore, mindful of the guiding principles of Scriptures, such as the importance of diligent labor by all who are able bodied (2 Thessalonians 3:10-13), and the duty of families to be the primary responders to material need (1 Timothy 5:8). Diaconal ministry must seek to avoid rewarding sinful patterns or creating or perpetuating a state of dependency upon aid. On the other hand, the prospect of abuse must not be allowed to stifle a compassionate response to genuine need. Our Lord was not blind to the potential abuse of generosity when he told his disciples “Freely ye have received, freely give” (Matthew 10:8 KJV).

II. The Functioning of the CDM

- A. The CDM is a Standing Committee of the General Assembly of the OPC.
- B. The CDM is subject to the Word of God, the Bible, as its supreme authority, and to the secondary standards of doctrine, government, discipline, and worship of the OPC.
- C. As a committee of the General Assembly, it is subject to directives of the Assemblies, and its membership and terms of service are governed by the instruments of the General Assembly.
- D. The conduct of the CDM's work shall also be governed by the most recent edition of Robert's Rules of Order Newly Revised in all cases to which they are applicable and in which they are not inconsistent with the other governing standards listed in the CDM's bylaws or in this Operating Manual.

III. The Operation of the CDM

- A. Meetings
 - 1. Regular Meetings
 - a. The CDM shall meet normally two times each year, ordinarily by physical attendance, on:
 - i. The fourth Thursday and following Friday of March.
 - ii. The fourth Thursday and following Friday of October.
 - b. The first regular meeting following General Assembly shall be designated as the Annual Meeting at which the following will be docketed:
 - i. Election of officers
 - ii. Election of subcommittee members
 - iii. Adoption of annual resolutions
 - c. Written notification of regular meetings shall be sent by the CDM Administrator to each member of the CDM at least four weeks in advance of every regular meeting.

- d. Written notification of regular meetings of the CDM may be emailed.
- e. The date, time, or place of an appointed meeting may be changed, provided that all CDM members are notified at least four weeks in advance of the appointed date or the new date, whichever occurs first.
- f. At each meeting, the date, time, and place of the next meeting shall be established.
- g. A majority of the CDM shall constitute a quorum for the transaction of business at any regular meeting of the CDM.

2. Special Meetings

- a. Special meetings of the CDM may be called by the President or the Secretary of the CDM in coordination with the CDM Administrator.
- b. A special meeting shall be called at the written request of any three members of the CDM.
- c. A special meeting shall be conducted by physical attendance, by telephone conference call, or by videoconference.
- d. Written notification stating the purpose of the special meeting shall be sent by the CDM Administrator to each member of the CDM:
 - i. At least fourteen days in advance of a meeting to be conducted by physical attendance.
 - ii. At least three days in advance of a telephone or videoconference meeting.
- e. Written notification of special meetings of the CDM may be emailed.
- f. A majority of the CDM shall be necessary to constitute a quorum for the transaction of business at any special meeting of the CDM.

3. Email Referendums

Email referendums may be circulated on occasion, at the direction of the Executive Committee, the President, a subcommittee, or the CDM Administrator to decide matters of an urgent or perfunctory nature.

- a. Email referendums must include provision for the call of a special meeting to discuss and decide the matter in question if any member of the CDM does not concur with the email referendum.
- b. Decisions that are deemed to be urgent in nature may be considered decided if a majority of the CDM responds in the affirmative by the deadline indicated in the email, which deadline must not be less than three days from the date sent. (cf: III.A.2.d.ii.)
- c. Decisions made by email referendum are to be ratified at the next regular meeting of the CDM.

4. Reimbursement for Travel and Other Expenses

- a. CDM members who reside in North America shall be reimbursed for expenses incurred in travelling to any duly called CDM or Executive Committee meeting.
- b. CDM members who reside outside of North America shall be reimbursed for expenses incurred in travelling to one CDM meeting per year, and shall be encouraged to join additional meetings via telephone conference, unless the CDM Executive Committee deems it necessary that they be physically present.
- c. All CDM members shall be reimbursed for any additional expenses incurred in doing the work of the CDM.
- d. CDM members elected to represent the CDM at General Assembly, or at a meeting of the North American Presbyterian and Reformed Council (NAPARC), or other similar conference, shall be reimbursed for any expenses incurred by their attendance, unless the body whose meeting they are attending reimburses them.

B. Officers

1. President

- a. The President shall be the Presiding Officer of the CDM and shall moderate all meetings of the full CDM and the Executive Committee.
- b. The President shall be an ex officio member of all Standing Subcommittees.
- c. The President shall serve as a signatory for official CDM documents.
- d. The President may be paid an annual stipend, the amount and terms of which shall be determined each year when the CDM adopts its budget for the coming year.

2. Vice-President

The Vice-President shall carry out the duties of the President in the event that the President is not able to do so.

3. Secretary

- a. The Secretary shall keep and preserve all records/minutes of the CDM's meetings.
- b. The Secretary shall maintain current versions of The Bylaws and The Operating Manual of the CDM, and shall provide copies of these to new members of the CDM.
- c. The Secretary shall serve as a signatory for official CDM documents.
- d. The Secretary may be paid an annual stipend, the amount and terms of which shall be determined each year when the CDM adopts its budget for the coming year.

4. Treasurer

- a. The Treasurer shall review financial reports and ensure the proper administration of the CDM's funds.

- b. The Treasurer may serve as a signatory for official CDM documents.

5. Vacancies

- a. If any officer is unable to complete his term in office or if any officer leaves the committee for whatever reason, thus rendering his office vacant, the CDM may elect a successor to complete his term of service.
- b. The Executive Committee may appoint a member of the CDM to carry out the duties of a vacated office pro tem until such time as an election can be held by the entire CDM.

C. Finances

- 1. The CDM shall utilize the services of the Committee on Coordination and its centralized accounting system for the administration of the CDM's finances, including accounting, bookkeeping, and auditing.
- 2. The CDM shall operate with the following four (4) Funds:
 - a. General Fund
 - i. The CDM shall record its operating activities in the General Fund.
 - ii. The CDM shall credit all undesignated or generally designated contributions to the CDM as income to the General Fund.
 - iii. The CDM shall pay all approved expenditures from the General Fund unless otherwise stipulated.
 - b. Disaster Response Funds
 - i. General Disaster Response Fund
 - 1. The CDM shall maintain a General Disaster Response Fund.
 - 2. The CDM shall credit all undesignated contributions to disaster response as income to the General Disaster Response Fund.

- ii. Designated Disaster Response Funds
 - 1. The CDM may establish a designated disaster response fund for a specific major disaster (as defined and approved by the CDM), with income and expense accounts restricted to that disaster.
 - 2. The CDM shall credit all contributions designated for that disaster as income to that designated disaster response fund.
 - 3. The CDM shall utilize designated contributions for disaster response ministry to those directly or indirectly impacted by that disaster.
 - 4. The CDM may pass designated disaster response funds on to other churches or organizations that are providing disaster relief in areas where the Orthodox Presbyterian Church does not have direct ministry.
 - 5. The CDM may transfer unutilized designated funds to the General Disaster Response Fund, or otherwise repurpose them, on or after the second anniversary of the disaster.
- iii. The CDM may transfer any balance exceeding \$50,000 from the General Disaster Response Fund to the CDM General Fund.
- c. Contingency Fund
 - i. The CDM shall place all gifts received by bequest into the Contingency Fund.
 - ii. The CDM shall set these funds aside for approved purposes.
- d. Obadiah Fund
 - i. The CDM expects to transfer the Obadiah Fund to the OPC Ministerial Care Committee by December 31, 2018.

D. The Executive Committee

1. The CDM shall have an Executive Committee comprised of the President, Vice President, Secretary, and Treasurer.
2. The Executive Committee shall meet at the call of the President or the CDM Administrator.
3. A majority of the Executive Committee shall constitute a quorum for its meetings.
4. The Executive Committee shall decide upon the issuance of email referendums to the CDM.

E. Standing Subcommittees

1. The CDM shall be structured with Standing Subcommittees.
2. Subcommittee members shall be reimbursed for travel and other expenses related to their subcommittee work.
3. The work of Standing Subcommittees shall be subject at all times to the review and approval of the full CDM.
4. Standing Subcommittees shall:
 - a. Be authorized to act on behalf of the CDM in matters delegated to them by the CDM and in areas under their oversight.
 - b. Seek the approval and consent of the full CDM before acting in matters where no precedent has been set by the CDM, or when a matter is weighty.
 - i. Where there is precedent, the subcommittees are authorized to act in accordance with that precedent and report their actions to the CDM.
 - c. Be authorized to spend up to the approved budget line items under their oversight.
 - d. Keep accurate records of decisions and actions.

- e. Report any subcommittee decisions and actions to the CDM at its regular meetings.
 5. The Executive Committee may appoint members of the CDM to temporarily fill vacancies on subcommittees until such time as an election can be held by the entire CDM.
 6. The Standing Subcommittees shall be Administration and Finance, Aid Request, Disaster Response, Diaconal Training, Missionary Deacon, and Ministers and Widows.
- F. The Administration and Finance Subcommittee (AFS)

The AFS shall carry out the following duties:

1. Develop and recommend policies and procedures to be considered by the CDM.
2. Oversee and evaluate the work of the CDM Administrator, the Disaster Response Coordinator, and the Short-Term Missions Coordinator.
3. Annually review the compensation of all CDM employees in time to report and prepare recommendations for the CDM at its October meeting.
4. Annually negotiate the contractual arrangement with the Committee on Foreign Missions and the Committee on Home Missions and Church Extension for the services of the Short-Term Missions Coordinator.
5. Review the budgets and finances of the CDM.
6. Structure and propose the annual budget in cooperation with the CDM Administrator.
7. Be authorized to approve line item overruns in the budget and report their decision to the full CDM.
8. Be comprised of the Treasurer and at least two other members of the CDM.
9. Note: The CDM may choose to have the functions of this subcommittee carried out by the Executive Committee.

G. The Aid Request Subcommittee (ARS)

The ARS shall carry out the following duties:

1. Develop and recommend policies and procedures to be considered by the CDM.
2. Process requests for financial assistance that come to the CDM through the courts of the church which do not fall under the jurisdiction of any other subcommittee, and prepare recommendations for the CDM to consider at its next meeting or by other means if urgent.
3. Be comprised of at least three members of the CDM.
4. Note: The CDM may choose to have the functions of this subcommittee carried out by the Executive Committee.

H. The Disaster Response Subcommittee (DRS)

The DRS shall work in conjunction with the Disaster Response Coordinator to carry out the following duties:

1. Develop and recommend policies and procedures to be considered by the CDM.
2. Approve the use of funds received in response to a particular disaster.
3. Acquire, deploy and oversee disaster response equipment.
4. Develop and provide training and training materials for disaster response teams.
5. Recruit on-site coordinators to assist in carrying out disaster response efforts.
6. Interact with the Committee on Foreign Missions, the Committee on Home Missions and Church Extension, and/or the Committee on Ecumenicity and Interchurch Relations as needed.
7. Write and solicit articles about disaster response for publication within the OPC.
8. Be comprised of at least three members of the CDM.

I. The Diaconal Training Subcommittee (DTS)

The DTS shall carry out the following duties:

1. Develop and recommend policies and procedures to be considered by the CDM.
2. Develop, plan and execute all matters for a Diaconal Summit or any similar conference or event.
3. Establish budgets for diaconal training programs in conjunction with the Committee on Christian Education (CCE) and prepare recommendations for the CDM.
4. Interact with the CCE on overlapping matters.
5. Promote the development of presbytery diaconal committees.
6. Collect, develop and distribute diaconal training materials, including handbooks and policies for local OPC diaconates.
7. Write and solicit articles about diaconal training opportunities for publication within the OPC.
8. Be comprised of at least three members of the CDM.

J. The Missionary Deacon Subcommittee (MDS)

The MDS shall carry out the following duties:

1. Develop and recommend policies and procedures to be considered by the CDM.
2. Recruit and secure funding for missionary deacons.
3. Review resumes of missionary deacon candidates in conjunction with the Committee on Foreign Missions (CFM) and prepare recommendations for the CDM.
4. Establish budgets for missionary deacons in conjunction with the CFM and prepare recommendations for the CDM.
5. Visit, encourage, and assist missionary deacons on the field.

6. Acquire and oversee tools and equipment for missionary deacons.
7. Interact with the CFM on overlapping matters.
8. Write and solicit articles about the work of missionary deacons for publication within the OPC.
9. Be comprised of at least three members of the CDM.

K. The Ministers and Widows Subcommittee (MWS)

The MWS shall work in conjunction with the CDM Administrator to carry out the following duties:

1. Develop and recommend policies and procedures to be considered by the CDM.
2. Be proactive with the presbytery diaconal committees to ensure that the needs of ministers and their widows are being met.
3. Oversee the Obadiah Fund and its beneficiaries.
4. Approve requests for one-time needs-based disbursements from the Obadiah Fund.
5. Administer matters pertaining to missionary widows.
6. Annually evaluate all special and general disbursements from the Obadiah Fund to its beneficiaries and prepare recommendations for the CDM.
7. Maintain relations with the Committee on Pensions.
8. Evaluate all requests for assistance in paying ministers' health insurance premiums, and any other special requests received from presbytery diaconal committees regarding ministers' needs.
9. Write and solicit articles about ministering to the needs of the elderly for publication within the OPC.
10. Be comprised of at least three members of the CDM.

IV. The CDM Administrator

- A. The CDM may employ an ordained officer of the OPC as CDM Administrator to assist with the implementation and administration of the various ministries of the CDM.
 - 1. The CDM Administrator may also be employed as the Disaster Response Coordinator and/or the Short-Term Missions Coordinator.
 - 2. The CDM Administrator shall serve an initial three-year term, which may be renewed by the CDM for an additional term or terms.
 - 3. The CDM Administrator shall be an ex officio member of the CDM, the Executive Committee, and all Standing Subcommittees, and shall have the privilege of the floor at all meetings. As such, he may make motions but may not vote.

- B. The duties and responsibilities of the CDM Administrator shall be to:
 - 1. Speak for the CDM in its communications to ministers, sessions, presbyteries, diaconal committees, and other church bodies or agencies whenever appropriate and necessary, according to the policies of the CDM and the principles and directives that govern its work.
 - 2. Promote the various ministries and needs of the CDM and seek to increase awareness at all levels of the church of the biblical mandates for diaconal ministry.
 - 3. Respond to any inquiries concerning the CDM's ministries and activities.
 - 4. Receive all emergency appeals, make inquiries necessary for their adequate evaluation, and prepare such requests for review and response by the CDM in cooperation with the appropriate subcommittee.
 - 5. Maintain a current list of retired ministers and their widows.
 - 6. Send out written notification to each member of the CDM in advance of every regular or special meeting.
 - 7. Prepare, in consultation with the President of the CDM, an agenda for every regular or special meeting, and send to all members of the CDM

8. Provide each member of the CDM with any materials and reports to be considered by the CDM. Written reports shall normally be sent out at least ten days in advance of a meeting.
9. Write, in consultation with the Secretary of the CDM, the Annual Report of the CDM in time to be approved by the CDM at its March Meeting and then present it in its perfected form to the Stated Clerk of the General Assembly in time to be included in the Agenda of the Assembly.

The Report of the CDM to the General Assembly shall include:

- a. The Annual Report of the work and ministries of the CDM.
 - b. The CDM's proposed budget for the coming calendar year.
 - c. The CDM's response to any directives or inquiries of a previous Assembly.
 - d. The names of the CDM members whose terms have expired.
 - e. The plans, requests, and recommendations of the CDM, including its request for per capita support of its ministries in the coming calendar year.
 - f. The approved Auditor's Report.
10. Oversee, in consultation with the Treasurer of the CDM, the handling of all CDM funds.
 - a. Provide monthly reports of receipts, disbursements, and fund balances to the CDM on at least a quarterly basis.
 - b. Ensure that the CDM responds to each contribution with a receipt and expression of gratitude on behalf of the CDM.
 11. Carry out other duties as assigned.

V. The Disaster Response Coordinator

- A. The CDM may employ an ordained officer of the OPC as Disaster Response Coordinator (DRC) to plan, organize, implement and administer domestic and international disaster response activities.
 - 1. The DRC may also be employed as the CDM Administrator and/or the Short-Term Missions Coordinator.
 - 2. The DRC shall serve an initial three-year term, which may be renewed by the CDM for an additional term or terms.

- B. The duties and responsibilities of the DRC shall be to:
 - 1. Work in conjunction with the Disaster Response Subcommittee to:
 - a. Develop and recommend policies and procedures to be considered by the CDM.
 - b. Approve the use of funds received in response to a particular disaster.
 - c. Acquire, deploy and oversee disaster response equipment.
 - d. Develop and provide training and training materials for disaster response teams.
 - e. Recruit on-site coordinators to assist in carrying out disaster response efforts.
 - f. Interact with the Committee on Foreign Missions, the Committee on Home Missions and Church Extension, and/or the Committee on Ecumenicity and Interchurch Relations as needed.
 - g. Write and solicit articles about disaster response for publication within the OPC.
 - 2. Carry out other duties as assigned.

- C. The DRC shall be authorized to:
 - 1. Receive and distribute contributions designated for disaster response efforts carried out by a specific OPC congregation.

2. Advance a gift of up to \$10,000 to a PDC or local OPC diaconate to enable it to respond immediately following a disaster.
 - a. The DRS, PDC and the officers of that congregation shall be notified where appropriate.
 - b. Funds may come from the General Disaster Response Fund.
3. Approve disbursements of up to \$2,500 in cash to affected OPC families in the immediate wake of a disaster (within one month of the disaster), when such disbursements have been recommended by the officers of their congregation.
 - a. Funds may come from the General Disaster Response Fund.
4. Approve the reimbursement of the Disaster Response Site Coordinator's travel expenses (such as food, lodging, and airline or auto IRS mileage reimbursement rate) related to the disaster.
5. Offer a weekly honorarium to the Disaster Response Site Coordinator.
 - a. The amount of the honorarium shall be agreed upon by the DRS.
 - b. Funds may come from the General Disaster Response Fund.
6. Authorize the Disaster Response Site Coordinator to approve expenditures of up to \$1,000 to bring immediate relief to affected OPC families, and up to \$500 in expenditures for affected non-OPC families.
 - a. Funds shall come from the appropriate designated disaster response fund.
 - b. The amount, circumstances, and avenue of such expenditures shall be reported to local or regional OPC disaster response oversight within one week of the transaction.
7. Reimburse the General Disaster Response Fund from a designated disaster fund, for any expenses that were paid towards that disaster before a designated disaster fund was established.

VI. The Short-Term Missions Coordinator

- A. The CDM may employ an ordained officer of the OPC as Short-Term Missions Coordinator (STMC) to plan, promote, and administer domestic and international short-term missions trips.
1. The STMC may also be employed as the CDM Administrator and/or the Disaster Response Coordinator.
 2. The STMC shall serve an initial three-year term, which may be renewed by the CDM for an additional term or terms.
 3. The STMC shall be employed with the cooperation of the Committee on Foreign Missions (CFM) and the Committee on Home Missions and Church Extension (CHMCE) in order to facilitate the coordination of these three committees' short-term missions programs.
 4. The STMC's support shall be shared contractually by the CDM, CFM and CHMCE, with the exception of his travel expenses, which shall be borne by the respective committee for which such expenses are incurred.
 5. The STMC shall be an employee of the CDM (subject to the concurrence of the CFM and CHMCE in his employment) and shall labor under its oversight.
 - a. In the performance of his duties on behalf of the CFM, the STMC shall also be under the oversight of, and subject to the policies and directives of the CFM (through its general secretaries).
 - b. In the performance of his duties on behalf of the CHMCE, the STMC shall also be under the oversight of, and subject to the policies and directives of the CHMCE (through its general secretaries).
- B. The duties and responsibilities of the STMC on behalf of the CDM shall be to:
1. Plan, promote, and administer short-term missions (STM) trips for the purpose of providing diaconal assistance.
 2. Communicate regularly with presbyteries, churches and missionaries to:
 - a. Discover opportunities whereby the use of diaconal STM teams or individuals can help advance the cause of the field Mission.

- b. Help define the scope of such opportunities (the amount of time necessary to carry out the work, the best time of year to go, the number of people needed, any special qualifications required of STM participants, etc.).
3. Serve as the contact person for information on STM trips.
4. Serve as the liaison between those requesting the STM help and the potential STM participants.
5. Develop STM promotional materials and application forms.
6. Use OPC.org and OPCSTM.org to advertise needs and STM opportunities, and to post application forms.
7. Assist in the review of applications and the selection of STM participants.
8. Facilitate pre-trip planning and logistics when requested, such as:
 - a. Securing passports, letters of invitation, visas, inoculations, airline reservations, travel insurance, and medical insurance (including medical evaluation).
 - b. Making arrangements in conjunction with the field Mission for STM participants' local transportation, room, and board.
 - c. Ensuring that individuals and/or congregations understand that they are expected to cover their own costs for STM trips.
9. Arrange for STM participants to receive appropriate orientation and training (including safety training) before a trip.
10. Arrange for debriefing of STM participants following their return, especially with a view towards the improvement of future STM trips.
11. Maintain a register of all STM participants, including the trip they took and their home congregation.
12. Represent the CDM as its agent for any legal, immigration or financial matters relating to STM trips.
13. Carry out other duties as assigned.

- C. The duties and responsibilities of the STMC on behalf of the Committee on Foreign Missions (CFM) shall be to:
1. Plan, promote, and administer a short-term missions (STM) program on behalf of the CFM.
 2. Communicate regularly with the CFM and OP field Missions to:
 - a. Discover opportunities whereby the use of STM teams or individuals can help advance the cause of the field Mission.
 - b. Help define the scope of such opportunities (the amount of time necessary to carry out the work, the best time of year to go, the number of people needed, any special qualifications required of STM participants, etc.).
 3. Serve as the contact person for information on STM trips to foreign fields.
 4. Serve as the liaison between the CFM, field Mission, and the potential STM participants.
 5. Develop STM promotional materials and application forms.
 6. Use OPC.org and OPCSTM.org to advertise needs and STM opportunities, and to post application forms.
 7. Assist in the review of applications and the selection of STM participants.
 8. Facilitate pre-trip planning and logistics when requested, such as:
 - a. Securing passports, letters of invitation, visas, inoculations, airline reservations, travel insurance, and medical insurance (including medical evaluation).
 - b. Making arrangements in conjunction with the field Mission for STM participants' local transportation, room, and board.
 - c. Ensuring that individuals and/or congregations understand that they are expected to cover their own costs for STM trips.
 9. Arrange for STM participants to receive appropriate orientation and training (including safety training) before a trip.

10. Arrange for debriefing of STM participants following their return, especially with a view towards the improvement of future STM trips.
 11. Maintain a register of all STM participants, including the field they visited and their home congregation.
 12. Ensure that the CFM general secretaries are kept informed about current and prospective STM trips.
 13. Regarding Missionary Associates:

Assist the CFM, the respective field Mission, and missionary associates, as appropriate, in the missionary associate's pre-field logistics, including securing passports, letters of invitation, visas, inoculations, airline reservations, travel insurance, and medical insurance (including medical evacuation).
 14. Regarding Disaster Response:

Assist, as appropriate, in the organization and logistics of whatever support the CFM might provide to the CDM in responding to disasters overseas.
 15. Carry out other duties as assigned.
- D. The duties and responsibilities of the STMC on behalf of the Committee on Home Missions and Church Extension (CHMCE) shall be to:
1. Plan, promote, and administer a short-term mission (STM) program on behalf of the CHMCE.
 2. Communicate regularly with the CHMCE, presbyteries, and church planters to:
 - a. Discover opportunities whereby the use of STM teams or individuals can help advance the cause of the field Mission.
 - b. Help define the scope of such opportunities (the amount of time necessary to carry out the work, the best time of year to go, the number of people needed, any special qualifications required of STM participants, etc.).
 3. Serve as the contact person for information on STM trips.

4. Serve as the liaison between those requesting the STM help and the potential STM participants.
5. Develop STM promotional materials and application forms.
6. Use OPC.org and OPCSTM.org to advertise needs and STM opportunities, and to post application forms.
7. Assist in the review of applications and the selection of STM participants.
8. Facilitate pre-trip planning and logistics when requested, such as:
 - a. Obtaining airline reservations and travel insurance.
 - b. Ensuring that individuals and/or congregations understand that they are expected to cover their own costs for STM trips.
9. Arrange for STM participants to receive appropriate orientation and training (including safety training) before a trip.
10. Arrange for debriefing of STM participants following their return, especially with a view towards the improvement of future STM trips.
11. Maintain a register of all STM participants, including the trip they took and their home congregation.
12. Ensure that the CHMCE general secretaries are kept informed about current and prospective STM trips.
13. Be available to represent the CHMCE as its agent for any legal, immigration or financial matters relating to these trips.
14. Carry out other duties as assigned.

VII. Ministry to Individuals in Need Within the OPC

A. Philosophy

The CDM is privileged to be able to respond to appeals for diaconal assistance for individuals in need within the OPC, using funds entrusted to it through the faithful giving of individuals and churches. In striving to follow a Presbyterian structure within the diaconate, the CDM requires that appeals for aid for individuals be presented to it only after having first been considered at the local and regional levels of the church.

B. Policy

1. The CDM may receive requests for diaconal assistance for individuals in need within the OPC.
2. The CDM shall receive such requests from a presbytery or its Presbytery Diaconal Committee (PDC).
3. The CDM shall receive such requests with the expectation that the presbytery or its PDC has:
 - a. Received the request from a session or deacon board that has determined that the need cannot be fully met within the local congregation.
 - b. Examined the request and ascertained the legitimacy and extent of the need.
 - c. Determined that the need cannot be fully met within the presbytery.
 - d. Participated in responding partially toward the need, if at all possible.
4. The CDM shall extend diaconal assistance with the understanding that the presbytery or its PDC will provide oversight and continuing care to individuals receiving assistance from the CDM.

C. Procedure

1. The CDM shall create and maintain a Request Form to be completed by those requesting diaconal assistance for an individual in need within the OPC.

2. The CDM shall make the Request Form available on OPC.org or upon request.
3. The CDM shall require that the Request Form be accompanied by financial documentation as well as a report of the presbytery's investigative work, conclusions, and advice to the CDM in this matter.
4. The CDM shall request that the completed Request Form and supporting documentation be sent to the CDM Administrator, who shall forward it on to the appropriate subcommittee and, upon their request, shall contact the requestor if further information is needed.
5. The CDM shall be prepared to consider a recommendation that may come to it in conjunction with said request in cases where a direct response to the request from the subcommittee is outside the purview of that subcommittee.
 - i. In urgent matters, that recommendation may come to the CDM via Email Referendum or by the call of a Special Meeting.

VIII. Ministry to Ministers and Their Widows

A. The Obadiah Fund

1. Philosophy

The Obadiah Fund was established with a donation from a generous, anonymous member of the OPC who wished to serve the church in a fashion modeled after the prophet Obadiah, who hid one hundred prophets in caves and provided them with bread and water. Thankfully, today's circumstances are not as dire as in Obadiah's day, but the spirit of giving particular love and attention to God's ministers and their widows is a worthy precedent to follow. The CDM considers it a blessing and privilege to serve as the conduit through which special care and concern is expressed to those in our church who have sacrificed so much for the ministry of the gospel of the Lord Jesus Christ.

2. Policy

- a. The Obadiah Fund shall be administered by the special oversight assigned to the Ministers and Widows Subcommittee (MWS) and the CDM Administrator.
- b. Contributions received by the OPC, designated for the benefit of retired ministers and their widows, shall be placed into the Obadiah Fund.
- c. For auditing purposes, the Obadiah Fund has been identified as a donor restricted fund.
- d. The Beneficiaries:
 - i. The CDM has determined that eligible beneficiaries of the Obadiah Fund are men who:
 1. Are ordained to the gospel ministry as defined by the OPC Form of Government (pastors, evangelists, and teachers).
 2. Continue to subscribe to the Westminster Standards.
 3. Continue as members in good standing of the OPC.

4. Ordinarily have served full time in their gospel labors at least 10 years in the OPC.
 5. Are retired as defined by the Committee on Ministerial Care.
 6. Are at least 65 years of age.
- ii. And women who:
1. Are widows of men who were eligible beneficiaries.
 2. Have not married another spouse.
 3. Continue as members in good standing of the OPC or a Reformed or evangelical church.
 4. Are retired as defined by the Committee on Ministerial Care.
 5. Are at least 65 years of age.
- iii. The CDM retains the right to adjust the criteria for eligibility at any time.
- e. General Disbursements
- i. The CDM may determine, on its own or in response to a recommendation of the MWS, to make a general disbursement from the Obadiah Fund to each eligible beneficiary.
 - ii. The amount of the general disbursement to each eligible beneficiary may be determined by age or other factors.
 - iii. General disbursements shall be made on the assumption that all retired ministers or their widows would be blessed to receive a monetary gift to be used as they see fit.
- f. Needs-Based Disbursements
- i. The CDM may receive requests for a one-time or ongoing needs-based disbursement for individual Obadiah beneficiaries.

- ii. The CDM shall receive such requests from a presbytery or its Presbytery Diaconal Committee (PDC).
- iii. Only in rare instances would the CDM make a needs-based disbursement to an individual Obadiah beneficiary apart from the request, advice, and oversight of a presbytery or its PDC.
- iv. Because the Obadiah Fund is specifically designed to meet the diaconal needs of retired ministers and their widows, any presbytery or PDC requesting assistance for a retired minister or widow shall be relieved of the ordinary expectation that it would participate in meeting the need.

3. Procedure

a. Annual Review of Beneficiaries

- i. The CDM Administrator shall maintain the record of eligible beneficiaries based upon information received in the OPC administrative offices throughout the year.
- ii. At the beginning of each year, the CDM Administrator shall send the list to each PDC to help verify its accuracy.
- iii. Each PDC shall be asked to contact the eligible beneficiaries in its presbytery and provide a report on their well-being to the CDM Administrator.

b. General Disbursements

- i. The decision to make a general disbursement to every Obadiah beneficiary—and in what amount, based on age or other factors—shall be voted upon each year by the CDM at its March meeting.
- ii. The CDM Administrator shall process the general disbursement checks shortly thereafter and mail them out to the Obadiah beneficiaries with a cover letter explaining this action.

c. Needs-Based Disbursements

- i. Funds from the Obadiah Fund shall be made available to meet one-time or ongoing financial needs of eligible beneficiaries.
- ii. Instructions on how to submit a request for a needs-based disbursement for an eligible beneficiary shall be made available at OPC.org or upon request.
- iii. No form or documentation shall ordinarily be required of those submitting a request for a needs-based disbursement from the Obadiah Fund.
- iv. PDCs shall be encouraged to submit any requests for needs-based disbursements in time for consideration by the CDM at its March meeting.
- v. Requests for a one-time needs-based disbursement shall be received by the CDM Administrator and forwarded to the MWS, which is authorized to approve such requests.
- vi. Requests for ongoing needs-based disbursements (in the form of monthly or quarterly payments) shall be received by the CDM Administrator, forwarded to the MWS for review and recommendation, and then submitted to the CDM for approval.
- vii. It shall be required that requests for renewal of ongoing needs-based disbursements be submitted annually to the CDM Administrator in advance of the CDM's March meeting.
- viii. The CDM shall extend diaconal assistance in the form of needs-based disbursements with the understanding that the presbytery or PDC will provide oversight and continuing care to those receiving such assistance from the Obadiah Fund.
- ix. PDCs shall be encouraged to keep in touch with the Obadiah beneficiaries in their presbyteries throughout the year to ascertain any special financial needs.

- x. Obadiah beneficiaries shall be urged to notify their PDC if they require special financial assistance.

B. Assistance with the Payment of a Minister's Health Insurance Premium

1. Philosophy

The CDM has established a program by which it may, for a determined period of time, provide diaconal assistance to help pay the health insurance premiums of OPC ministers. This is undertaken for churches or presbyteries that cannot afford the entire cost of the premium due to temporary financial constraints. The CDM has determined that it is appropriate for it to become involved in order to help avoid the larger diaconal expense that may result if healthcare bills are incurred due to a lack of insurance coverage.

2. Policy

- a. The CDM may receive requests for diaconal assistance for the payment of a minister's health insurance premium.
- b. The CDM shall receive such requests from a presbytery or its Presbytery Diaconal Committee (PDC).
 - i. Only in rare instances would the CDM provide help apart from the request, advice, and oversight of a closer court of jurisdiction.
- c. The CDM shall receive such requests with the expectation that the presbytery or its PDC has:
 - i. Received the request from a session or deacon board that has determined that the need cannot be fully met within the local congregation.
 - ii. Examined the request and ascertained the legitimacy and extent of the need.
 - iii. Determined that the need cannot be fully met within the presbytery.
 - iv. Participated in responding partially toward the need, if at all possible.

- d. Diaconal assistance shall not be granted:
 - i. In a church-planting situation.
 - ii. To enable a church to issue a call to a pastor.
 - iii. To provide an ongoing subsidy to offset a shortfall in a church's annual budget beyond five years.

- e. The CDM shall extend diaconal assistance with the understanding that:
 - i. The CDM's assistance shall be extended for a maximum of five years.
 - ii. The CDM shall pay a portion of the premium, and its portion shall decrease each year.
 - iii. The presbytery and the congregation shall each pay a portion of the premium, and their portion shall increase each year.
 - iv. The local congregation shall include the entire cost of the premium in its annual budget.
 - v. The local congregation shall pay the premium.
 - vi. The CDM shall not be responsible for healthcare expenses incurred should the minister choose not to have health insurance coverage after the five year period has ended.

- f. If diaconal assistance is requested for payment of a retired minister's health insurance premium, the funds may be taken from the Obadiah Fund.

3. Procedure

- a. The CDM shall create and maintain a Request Form to be completed by those requesting diaconal assistance for the payment of a minister's health insurance premium.
- b. The CDM shall make the Request Form available on OPC.org or upon request.

- c. The CDM shall require that the Request Form be accompanied by financial documentation as well as a report of the presbytery's investigative work, conclusions, and advice to the CDM in this matter.
- d. The CDM shall request that the completed Request Form and supporting documentation be sent to the CDM Administrator, who shall forward it on to the Ministers and Widows Subcommittee and, upon their request, contact the requestor if further information is needed.
- e. The cost of the health insurance premium shall be covered according to the following formula:
 - i. First year – the congregation and presbytery together would supply 50% of the costs, and the CDM would supply 50%.
 - ii. Second year – the congregation and presbytery supply 60% and the CDM 40%.
 - iii. Third year – the congregation and presbytery supply 70% and the CDM 30%.
 - iv. Fourth year – the congregation and presbytery supply 80% and the CDM 20%.
 - v. Fifth and final year – the congregation and presbytery supply 90% and the CDM 10%.
- f. The CDM shall be prepared to consider a recommendation that may come to it in conjunction with the request. In urgent matters, that recommendation may come to the CDM via Email Referendum or by the call of a Special Meeting.
- g. The CDM shall require that a completed Request Form and supporting documentation be re-submitted to the CDM Administrator each year of the five year cycle by September 15th, enabling the CDM to re-evaluate the request annually at its October meeting.
 - i. The CDM Administrator shall forward it on to the Ministers and Widows Subcommittee and, upon their request, contact the requestor if further information is needed.

- h. The CDM shall send its portion of the payment directly to the local congregation on a quarterly basis.

IX. Ministry to Deacons and Presbytery Diaconal Committees

A. Philosophy

Diaconal ministry is inherently local in nature, therefore the role of the CDM at the denominational level is to be a resource for deacons who serve on the regional and local levels as members of presbytery diaconal committees or local diaconates. The CDM strives to provide networking and training opportunities for those who “are called to show forth the compassion of Christ in a manifold ministry of mercy toward the saints and strangers on behalf of the church” (OPC Book of Church Order).

B. Policy

1. The CDM shall host recurring summits for the purpose of bringing deacons together for networking, encouragement, and training.
2. The CDM shall publish an e-newsletter for the purpose of keeping deacons informed about opportunities for service or training, and sharing reports on what other deacons are doing.
3. The CDM shall provide articles to appear in denominational publications for the purpose of educating the church on the work of the deacons, and promoting the ministry of mercy within the church.
4. The CDM shall maintain a webpage at OPC.org to serve as a repository for diaconal materials, updates, and archives.
5. The CDM shall maintain a Facebook page as a source of communication to and among OPC deacons.
6. The CDM may offer financial assistance for the purpose of promoting diaconal training on the regional and local levels.

C. Procedure

1. Summits
 - a. The CDM proposes to hold a National Diaconal Summit (NDS) every five years.
 - i. The NDS typically would be held on a Thursday through Saturday in June.

- ii. The NDS shall be open to all OPC deacons, deacons-in-training, elders, and ministers; deacons from sister denominations; and any others that the CDM deems appropriate.
 - iii. All NDS expenses, except travel, typically would be covered by the CDM, as finances permit, for attendees who are members of the OPC.
 - iv. The NDS shall be organized by the Diaconal Training Subcommittee and the CDM Administrator, who shall:
 - 1. Set the agenda and propose speakers to the CDM for its approval.
 - 2. Design the brochure and mail it out to all church officers.
 - 3. Advertise the summit at OPC.org and in *New Horizons*.
 - 4. Assign a registrar to process registration forms.
 - 5. Oversee all logistics (such as location, lodging, local transport, meals, audio-visual services and hand-outs).
 - 6. Prepare and review summit evaluation forms.
- b. The CDM proposes to hold a Presbytery Diaconal Summit (PDS) every two years.
- i. The PDS typically would be held on a Thursday through Saturday in the fall.
 - ii. The PDS shall be designed specifically for Presbytery Diaconal Committees, each of which shall receive an invitation to send representatives to the summit.
 - iii. All PDS expenses, including travel, typically would be covered by the CDM, as finances permit.
 - iv. The PDS shall be organized by the Diaconal Training Subcommittee and the CDM Administrator, who shall:

1. Set the agenda and arrange for speakers.
 2. Oversee all logistics (such as location, lodging, local transport, meals, audio-visual services, and hand-outs).
2. Diaconal Newsletter
- a. The CDM shall publish an electronic quarterly newsletter.
 - i. The newsletter shall be called *The Mercy Minute*.
 - ii. The newsletter shall be edited by the CDM Administrator.
 - iii. Content for the newsletter shall be written by the CDM Administrator or solicited from the CDM or others.
 - iv. The newsletter shall be sent to all church officers.
 - v. The newsletter mailing list shall be maintained by the CDM Administrator.
 - vi. Back issues of the newsletter shall be archived on the CDM page at OPC.org.
3. OPC Publications
- a. Articles (such as news items, reports, and book reviews) pertaining to diaconal ministries shall be prepared for publication in the OPC's *New Horizons* and *Ordained Servant Online*.
 - i. The CDM shall provide articles in response to editorial requests, or may approach the editors to request that a particular piece of diaconal material be published.
 - ii. The CDM shall seek to have diaconal ministries be the theme of one issue of *New Horizons* each year.
 - iii. Articles shall be written by the CDM Administrator or solicited from members of the CDM or others.
 - iv. The CDM shall pay the honorarium for anyone from whom an article is solicited.

4. OPC.org
 - a. The CDM shall maintain a Diaconal Ministries webpage at OPC.org.
 - b. The Diaconal Ministries webpage shall include:
 - i. Contact information for the CDM and PDCs.
 - ii. Principles of diaconal ministry.
 - iii. Suggested reading materials for deacons.
 - iv. Forms for requesting diaconal assistance from the CDM.
 - v. Training materials (videos, slide presentations, handouts) from diaconal summits for use in regional or local training.
 - vi. Information on the Obadiah Fund.
 - vii. Information on disaster response.
 - viii. Information on refugee relief.
 - ix. Archived issues of the *Mercy Minute*.
 - x. Information on how to donate to the work of the CDM.
 - c. The CDM shall provide feature articles for the homepage at OPC.org at the request of the editor, or may approach the editor to request that a diaconal piece be featured at OPC.org.
5. Facebook
 - a. The CDM shall maintain a Closed Group page at Facebook.
 - b. The group shall be called "OPC Deacons."
 - c. Only OPC officers shall be permitted to join the group and post or participate in discussion items.
 - d. The CDM Administrator shall serve as the page administrator.

6. Financial Assistance for Regional Training
 - a. The CDM may offer financial assistance up to \$5,000 to any presbytery that is hosting its first regional diaconal conference.
 - b. The Diaconal Training Subcommittee is authorized to determine the specific amount of assistance to be provided to each presbytery.

X. Ministry To and Through Missionary Deacons

A. Philosophy

In reflecting upon the divinely ordained role of deacons to enable ministers of the Word to devote themselves to their calling, the CDM has concluded that it is proper and appropriate to use CDM funds to send out missionary deacons to assist missionaries in their labors on the field. The CDM has entered into a cooperative agreement with the Committee on Foreign Missions to promote the work of the church through the ministry of missionary deacons.

B. The Cooperative Agreement with the Committee on Foreign Missions (CFM)

1. The CDM has entered into a Cooperative Agreement with the Committee on Foreign Missions of the OPC to express their mutual desire to work together in the sending of Missionary Deacons to foreign fields where the CFM labors to strengthen the ability of OPC missionary evangelists to devote themselves wholly to prayer and the ministry of the Word and to show forth the compassion of Christ in a manifold ministry of mercy toward the saints and strangers on behalf of the church, to the end that healthy indigenous national churches, which are firmly and fully committed to the Reformed standards, and have developed, by God's grace, to the place where they are becoming self-supporting, self-governing, and self-propagating, might be established.

2. The CDM will keep on file the signed Cooperative Agreement with the CFM, which document will be considered the "original" whenever alterations or amendments to this Cooperative Agreement are contemplated. The following portion of this section of the CDM's Operating Manual contains the substance of that Cooperative Agreement in a form that keeps this important agreement before the CDM and allows for its effective implementation by the CDM.

3. Principles of Cooperation between the CDM and the CFM

Bearing in mind that the purpose of the CDM is to coordinate, stimulate, and promote the diaconal ministries of the congregations of the OPC in those areas which are beyond the province and/or capacity of the local diaconates, the CFM concurs with the principles adopted by the CDM in discharging its mandate:

a. When, in the course of pursuing obedience to the Great Commission, the Church encounters benevolent needs, she ministers to those needs in the name of her compassionate Lord.

- b. Benevolence in any form should not be allowed to dilute significantly the preaching and prayer ministry.
- c. General benevolent operations to all men should not be allowed to dilute significantly the primary benevolent concern for fellow Christians. The primary diaconal concern is “especially those of the household of faith.”
- d. The closer the ecclesiastical relationship, the greater the claim upon available resources. Ordinarily, the priority in the application of diaconal resources (after the family) will be towards those:
 - i. Within the local congregation
 - ii. Within the presbytery
 - iii. Within the OPC
 - iv. Within a church with whom the OPC has a relationship of ecclesiastical fellowship
 - v. Within the household of faith
 - vi. Outside the household of faith, but under the preaching of the gospel
- e. To maintain the primacy of the Church’s ministry of the Word, requests for the CDM’s assistance should originate in the governing assembly (or an agency thereof) bearing the primary responsibility for ministering the Word to the recipients of the requested benevolence.

4. Qualifications of a Missionary Deacon

The Missionary Deacon shall be an ordained deacon (or a ruling elder, if previously ordained as a deacon) in good and regular standing in a congregation of the OPC (or of a church with which the OPC has ecclesiastical fellowship, and who is able to approve of the government of the OPC). Ordinarily, he should have at least three years of experience working as a deacon in a local congregation. He should be willing to devote a portion of his energies (especially in his early years on the field) to the acquisition of a working proficiency in the local language(s) and a knowledge of the local culture. It is desirable that he have some cross-cultural experience.

5. Candidate Recruiting, Appointment, and Field Training

- a. Determination of Need and Available Resources — If there is a need on a field to which the CFM has called or appointed

evangelists to labor for a Missionary Deacon(s) to join in those labors, it may seek the assistance of the CDM in supporting a Missionary Deacon(s) for that field. After receiving the request for such assistance from the CFM, the CDM will communicate whether it believes it has sufficient resources available to be able to commit to such for a specified term of service.

- b. Publicizing the Need to the Church — Either the CFM and/or the CDM may publicize the need for a Missionary Deacon(s) for that field to the church, with applications being directed to the CFM.
- c. Screening Potential Candidates — The CDM's Missionary Deacon Subcommittee (MDS) will work with the CFM's Candidates Subcommittee (CFM-CAND-SUBC) in screening potential Missionary Deacon candidates. The MDS will be given copies of all application documents from potential candidates to whom the CFM-CAND-SUBC is giving serious consideration, and is welcome to advise the CFM-CAND-SUBC with respect to such. The CDM may also recommend particular men for consideration by the CFM. A candidate for appointment as a Missionary Deacon will go through the regular candidacy process outlined in Chapter 6 of the "Manual" of the CFM; he will also be requested to supply a resolution from the session of the congregation of which he is a communicant member ("his Session") commending him (with his family) to such service.
- d. Interviews — When the CFM-CAND-SUBC is ready itself to interview a particular candidate, or is ready to present a candidate to the appropriate field subcommittee and/or the CFM for an interview(s), with a view toward his appointment as a Missionary Deacon, it shall communicate such to the MDS, and invite representatives of the MDS, at the CDM's expense, to participate (without vote) in the interview(s) and in the ensuing deliberation regarding his appointment.
- e. Appointment — The appointment of a Missionary Deacon is made by the CFM, and he will be considered its employee. Where the CFM will be dependent upon the CDM for the support of a Missionary Deacon, his appointment by the CFM will be contingent upon the approval by the CDM of the terms of the appointment and the CDM's commitment, by God's grace, to supply the amounts promised to the man for a specified term of service.

- f. Term(s) of Service — As is the case with other missionaries serving under the call or appointment of the CFM, the Missionary Deacon will serve regular terms of service according to the CFM's policies. Representatives of the CDM will be invited to participate (without vote) in the Missionary Deacon's end-of-term interview with the CFM and in the ensuing deliberation regarding his return to the field.
- g. Pre-Field Training — Before proceeding to the field, the newly appointed Missionary Deacon and his family will be expected to go through the orientation process described in CFM "Manual" 4.6.2, including participating, as appropriate, in recommended courses in cross-cultural labors and linguistic acquisition.

6. Financial Support

- a. Support for the Missionary Deacon — The CDM will supply the funds necessary to support the Missionary Deacon (and his family) according to the CFM's regular schedule of missionary salaries and allowances.
- b. Equipment and Supplies — The CDM will also supply the funds necessary to purchase and maintain the equipment and supplies a Missionary Deacon requires to perform the labors assigned to him by the Mission. Such requests for funds shall be approved by the Mission, and legal title to all such assets shall reside with the Mission, with the understanding that such assets (which represent the tools of his trade) shall be under the dominion and control of the Missionary Deacon.

7. Oversight

During the tenure of his appointment by the CFM, the Missionary Deacon is, in his work as a missionary, under the administrative oversight of the OPC field mission ("the Mission" – which is responsible for planning and coordinating the overall work of the Mission and its members), and the general oversight of the CFM. The policies of the "Manual" of the CFM, as supplemented by the CFM's booklet, "Making Disciples of All the Nations," shall apply to his labors during such tenure. His Session remains primarily responsible for the exercise of pastoral care over him and his family. As a member(s) of the Mission, the Missionary Deacon (and his wife) shall enjoy all of the rights, privileges, and responsibilities of such membership, including the right to deliberate and vote in Mission meetings. The Mission shall prepare a job description for each of the

Missionary Deacons assigned to it, and may amend it from time to time, as it deems appropriate; however, it shall not make major changes in the nature or scope of the Missionary Deacon's duties without consulting with the CFM (which will, in turn, seek the advice of the CDM).

8. Reporting to the CFM and the Mission

The Missionary Deacon will report orally to the Mission at each regular meeting of the Mission, and in writing on a quarterly basis to the Mission and the CFM in accordance with its policies (with the report for the fourth quarter or the year including a summary of his work for the year and an evaluation of his work), and send copies of his written reports to the CDM. The Missionary Deacon will also prepare an article relating to his work at least once a year for inclusion in the foreign missions pages of New Horizons.

9. Fund-Raising

Inasmuch as the labors of the Missionary Deacon are part of the activities of the CFM, which in turn are part of the General Assembly's program of Worldwide Outreach, the Missionary Deacon will honor the promotional guidelines in Instrument E and will not solicit additional financial support for either himself or the work of the Mission from congregations of the OPC without the consent of the CFM.

10. Labors

- a. The duties of deacons consist of encouraging members of the church to provide for those who are in need, seeking to prevent poverty, making discreet and cheerful distributions to the needy, praying with the distressed, and reminding them of the consolations of Holy Scripture.
- b. Other forms of service for the church may also be committed to deacons. Included among the various tasks that may be assigned to a Missionary Deacon by the Mission are:
 - i. Responding, on behalf of the Mission and/or his colleague(s) in the Mission, to requests for assistance from both within the indigenous church(es) with which the Mission labors (or is in the process of establishing), and without – towards this end, he will be encouraged to develop a good working knowledge of the relevant resources that are generally available in the context in

which the Mission labors, which might be used to assist in responding to such requests in a biblical manner.

- ii. Administering the distribution of diaconal funds on the field (when providing non-cash forms of assistance is not feasible).
- iii. Working with the missionary evangelists to assist in developing a faithful diaconate in the indigenous church(es) with which the Mission labors – towards this end, he will be encouraged to develop healthy mentoring relationships with biblically qualified indigenous deacons (and potential candidates).
- iv. Facilitating the development of economic opportunities for members of the indigenous church(es) to be able to support both their families and the ministry of their church (especially the support of their pastor, and provision for widows and orphans).
- v. Overseeing the acquisition, disposal, maintenance, and repair of Mission facilities (including missionary residences) and vehicles.
- vi. Representing the Mission before the various governmental agencies with which the Mission and/or its members must deal (e.g., visas, work permits, licenses, etc.).
- vii. Assisting in the planning, administration, and/or oversight of short-term mission teams coming to the field, especially for construction projects.
- viii. Coordinating the efforts of the Mission and the indigenous church(es) in the on-the-ground response to major disasters.

11. Communications

The parties to this Agreement shall inform each other of changes. Communications to the parties in the Agreement may be sent electronically.

12. Amendment and Termination

This Agreement may be amended from time to time with the concurrence of the CDM and the CFM. It shall continue in effect until terminated by either the CDM or the CFM, and the party desiring termination shall make every effort to provide one year's notice of such intention.

XI. Ministry to Those in Need Internationally

A. Philosophy

The unity and universality of the Church are compelling reasons for diaconal assistance to be extended to needy brothers and sisters around the world, primarily to those within the OPC, but also to those with whom the OPC has ecclesiastical fellowship, and to others, as the CDM has opportunity and resources to meet such needs.

B. Policy

1. The CDM may receive requests for international diaconal assistance.
2. The CDM shall prioritize requests for international diaconal assistance as follows:
 - a. First priority shall normally be given to the international missionary work of the OPC administered by the Committee on Foreign Missions (CFM).
 - b. Second priority shall normally be given to the international missionary work of the OPC administered by presbyteries or sessions in consultation with the CFM.
 - c. Third priority shall normally be given to sister denominations of similar faith and practice, especially those that are members of the National Association of Presbyterian and Reformed Churches (NAPARC) or the International Conference of Reformed Churches (ICRC).
 - d. Fourth priority shall be given to situations in which there is not a reformed presence but the CDM sees an opportunity for the OPC to contribute to the relief of widespread suffering by responding to special needs through other evangelical relief agencies.
3. The CDM shall limit its consideration of requests to those that are demonstrated to be diaconal in nature, not those which further Word ministry projects or pay pastor's salaries.
4. The CDM shall grant international diaconal assistance only in situations where there is satisfactory accountability in the disbursement process.

5. The CDM shall grant international diaconal assistance only where it will be disbursed in connection with the ministry of the Word and prayer.
6. The CDM shall strive to consider requests for international diaconal assistance in consultation with NAPARC or ICRC.
7. The CDM shall strive to partner with local churches in matching grants that are given by the indigenous church in meeting needs, wherever possible.
8. The CDM shall expect to be granted full disclosure of relief that has been asked for and/or given by other relief agencies, such as non-governmental organizations, governmental relief agencies, and any other church-related relief organizations.
9. The CDM shall consider the following three types of requests for international diaconal assistance:
 - a. Special Requests
 - i. Special Requests are defined as requests for diaconal assistance to help meet a new need or opportunity that has arisen in the context of the ministry.
 - ii. Special Requests are typically one-time requests, but may subsequently become Recurring Requests, if appropriate.
 - b. Recurring Requests
 - i. Recurring Requests are defined as requests for continuing diaconal assistance to help meet a need or opportunity for which the CDM has previously granted assistance.
 - ii. Recurring requests are typically annual.
 - c. Emergency Requests
 - i. Emergency Requests are defined as requests for diaconal assistance to help meet a need that has arisen suddenly and warrants immediate attention.
 - ii. Emergency requests are typically one-time requests.

C. Procedure

1. Requests for Diaconal Assistance from Foreign Mission Fields Administered by the Committee on Foreign Missions (CFM)
 - a. Special Requests shall be received with the expectation that:
 - i. The request was originated as a Mission action (or with the missionary, if an exploratory field) and was submitted to the CFM.
 - ii. The request was approved by the CFM, and forwarded to the CDM.
 - iii. The request is accompanied by a detailed explanation of the need and the manner in which diaconal assistance will be administered.
 - iv. The field representative(s), through the CFM, provide a detailed follow-up report explaining how and when diaconal assistance was given (except so far as protection of personal identities is required), including the balance of any funds remaining.
 - b. Recurring Requests shall be received with the expectation that:
 - i. The on-going financial need was communicated by the Mission (or the missionary, if an exploratory field) by means of a Mission budget that was submitted to the CFM.
 - ii. The request was approved by the CFM, and forwarded to the CDM.
 - iii. The request is received by the CDM in time for consideration at its March meeting.
 - iv. The request is accompanied by a detailed explanation of how diaconal funds were used in the previous year and the balance of diaconal funds still on hand.

- c. Emergency Requests shall be received with the expectation that:
 - i. The request was initially presented by the CFM general secretaries and representatives of the executive committee to the Aid Request Subcommittee of the CDM.
 - ii. The request was made of the CDM because it exceeds the amount allotted by the CFM's budget.
 - iii. The field representative(s), through the CFM, provide a detailed follow-up report explaining how and when diaconal assistance was given (except so far as protection of personal identities is required), including the balance of any funds remaining.
2. Requests for Diaconal Assistance from Foreign Mission Fields Administered by OPC Presbyteries or Sessions
 - a. Special Requests shall be received with the expectation that:
 - i. The request was originated as a Mission action (or with the missionary, if an exploratory field) and was submitted to the presbytery or session under which it operates.
 - ii. The request was approved by the presbytery diaconal committee, and forwarded to the CDM.
 - iii. The request is accompanied by a detailed explanation of the need and the manner in which diaconal assistance will be administered.
 - iv. The field representative(s), through the presbytery diaconal committee, provide a detailed follow-up report explaining how and when diaconal assistance was given (except so far as protection of personal identities is required), including the balance of any funds remaining.
 - b. Recurring Requests shall be received with the expectation that:
 - i. The on-going financial need was communicated by the Mission (or the missionary, if an exploratory field) by means of a Mission budget that was submitted to the presbytery or session under which it operates.

- ii. The request was approved by the presbytery diaconal committee, and forwarded to the CDM.
 - iii. The request is received by the CDM in time for consideration at its March meeting.
 - iv. The request is accompanied by a detailed explanation of how diaconal funds were used in the previous year and the balance of diaconal funds still on hand.
- c. Emergency Requests shall be received with the expectation that:
- i. The request was initially presented by representatives of the presbytery diaconal committee to the Aid Request Subcommittee of the CDM.
 - ii. The request was made of the CDM because it exceeds the amount allotted by the presbytery diaconal committee's budget.
 - iii. The field representative(s), through the presbytery diaconal committee, provide a detailed follow-up report explaining how and when diaconal assistance was given (except so far as protection of personal identities is required), including the balance of any funds remaining.

3. Requests for Diaconal Assistance from Non-OPC Foreign Sources

- a. Special, recurring, and emergency requests shall be received with the expectation that:
- i. The request originated with a Mission or indigenous church court (i.e., not with an individual).
 - ii. The request was forwarded by the indigenous church court to the CDM.
 - iii. The request is accompanied by a detailed explanation of the need and the manner in which diaconal assistance will be administered.
 - iv. The request includes, as far as possible, the history of the OPC's involvement in that country.

- v. The field representative(s) provide a detailed follow-up report explaining how and when diaconal assistance was given (except so far as protection of personal identities is required), including the balance of any funds remaining.
- b. In considering such requests, the CDM shall:
- i. Consult with the CFM, to take into account the history of the OPC's involvement with the church that is making the request.
 - ii. Consult with OPC missionaries that work in close proximity to the Mission or church that is making the request, for help in assessing the need and in the disbursement of aid.
 - iii. Consult with the Committee on Ecumenicity and Interchurch Relations (CEIR) and/or the ICRC, for help in determining the kind of help needed and the history of the OPC's involvement with that Mission or church.
- c. The CDM shall specify that:
- i. Diaconal assistance is to be disbursed in connection with the ministry of the Word and prayer as much as possible.
 - ii. Diaconal assistance is to be disbursed by more than one individual whenever possible.
- d. To facilitate diaconal assistance to churches with which the OPC has ecclesiastical fellowship, the CDM shall seek to maintain an up-to-date list of contacts in the CEIR and ICRC.

XII. Ministry to Those Affected by Disasters (DRAFT)

A. Philosophy (to be written)

(A major disaster is defined as a calamity which arises suddenly and unexpectedly, resulting from an identifiable natural or man-made event such as an earthquake, volcano, flood, hurricane, typhoon, famine caused by drought, or war, which directly injures the persons and property of tens of thousands of people in a defined geographic area.)

B. Disasters in North America

1. Policy

- a. The CDM may receive requests for diaconal assistance for those affected by disasters that occur in North America.
- b. The CDM may receive such requests only from a presbytery or its Presbytery Diaconal Committee (PDC).
- c. The CDM shall receive such requests with the expectation that OP churches or presbyteries in the affected areas shall be directly involved in the administration of aid.
- d. The CDM may also consider requests from a North American Presbyterian and Reformed Council (NAPARC) church, or other Reformed church with which the OPC has ecclesiastical fellowship, where it is believed that aid will be administered according to biblical principles.
- e. Any member of the CDM may contact OPC presbyters nearest the scene of a disaster to learn if there is need for diaconal aid.

2. Procedure

- a. Requests shall be received by the Disaster Response Coordinator and the Disaster Response Subcommittee, which shall:
 - i. Evaluate the extent and nature of the request.
 - ii. Decide whether or not aid shall be granted by the CDM.
 - iii. Determine the most effective procedure for rendering such aid.

- b. The CDM shall give aid in one or both of two ways:
 - i. The CDM shall send emergency financial aid immediately to the presbyteries or churches that will administer the aid locally.
 - ii. The CDM shall send an immediate appeal to OP churches for gifts of money, materials, and/or volunteers.
 - iii. When the CDM has determined to render such aid, it shall communicate this to the whole church in a timely fashion.

- C. Disasters in Countries to Which the OPC is Currently Sending Missionaries
 - 1. Policy
 - a. The CDM may receive requests for aid for those affected by disasters that occur in countries to which the OPC is currently sending missionaries.
 - b. The CDM may only receive such requests from the Committee on Foreign Missions (CFM).
 - c. The CDM shall receive such requests with the expectation that:
 - i. The OP mission in that country originated the request, either by way of an official request from the indigenous Reformed church with which the OP mission is working, or, if there is no such church, by the OP mission itself, and was submitted to the CFM.
 - ii. The CFM has forwarded the request to the CDM.
 - iii. The CFM has indicated to the CDM whether or not it concurs with granting the request, and if not, it has communicated the reasons for non-concurrence.
 - iv. The CFM has provided any pertinent information which may be helpful to the CDM in evaluating the request.
 - v. The CFM has indicated to the CDM whether or not it believes the church making the request has developed appropriate biblical guidelines by which to distribute the diaconal aid.

- d. If the CDM determines to grant diaconal aid, it shall do so in coordination with the CFM, the goal being to ensure that, as far as possible, the distribution of aid is accompanied by a Reformed ministry of the Word.

2. Procedure

- a. The CDM is authorized to give aid in one or both of two ways:
 - i. The CDM may make a disbursement from its unbudgeted cash reserves, unless the CFM does not concur with the granting of the request, in which case no such disbursement shall be made until the matter is reviewed by the General Assembly.
 - ii. The CDM may make a special appeal to the churches for funds, materials, or personnel to help meet the need, unless the CFM does not concur with the granting of the request, in which case no such appeal shall be made until the matter is reviewed by the General Assembly.
- b. If a special appeal is made to the churches, the total amount raised by each appeal shall be reported to the next General Assembly.
- c. When the CDM has determined to render such aid, it shall communicate this to the whole church in a timely fashion.
- d. Diaconal aid provided by the CDM shall be distributed as follows:
 - i. The CDM shall require that the distribution of aid, whether in goods or cash, be made by the ordained diaconate of the indigenous Reformed church.
 - ii. If there is no such diaconate, the CDM shall require that the distribution of aid be made by the ordained officers of the indigenous Reformed church.
 - iii. If there are no such officers, or if there is no such church, then the CDM shall require that the distribution of aid be made by the OP Mission (or if none, by the missions of other Reformed churches with whom the OPC has ecclesiastical fellowship) in that country.

- iv. The CDM shall require that, insofar as is possible, decisions regarding the distribution of aid to any particular individual or family never be made by one man acting alone.
 - v. Before transmitting funds or goods for distribution, the CDM shall determine whether or not those handling the distribution of aid have developed appropriate biblical guidelines to ensure an equitable distribution of the aid received.
 - vi. If no biblical guidelines for equitable distribution are in place, the CDM shall assist the distributor in the development of the same.
 - vii. The CDM may request the assistance of the CFM (usually by its personnel already in the field) in developing such guidelines.
 - viii. The CDM shall require that those handling the distribution of aid provide the CDM with a detailed accounting of all funds and goods within six months of receiving the aid.
 - ix. The CDM shall not require that the names of individual recipients of diaconal aid be included in the detailed accounting, but that they be included in the files of the distributor and available to an auditor.
- e. The CDM shall direct its communications regarding these matters to the General Secretary of the CFM.
- D. Disasters in Countries to Which the OPC is Not Currently Sending Missionaries
- 1. Policy
 - a. The CDM may receive requests for aid for those affected by disasters that occur in countries to which the OPC is not currently sending missionaries.
 - b. The CDM may only receive such requests from the Committee on Ecumenicity and Interchurch Relations (CEIR).
 - c. The CDM shall receive such requests with the expectation that:

- i. The request originated with an appropriate agent of an indigenous Reformed church with whom the OPC has ecclesiastical fellowship (or, if there is no such church, an appropriate agent of any indigenous Reformed church in that country), and was submitted to the CEIR .
 - ii. The CEIR has forwarded the request to the CDM.
 - iii. The CEIR has indicated to the CDM whether or not it concurs with granting the request, and if not, it has communicated the reasons for non-concurrence.
 - iv. The CEIR has provided any pertinent information which may be helpful to the CDM in evaluating the request.
 - v. The CEIR has indicated to the CDM whether or not it believes the church making the request has developed appropriate biblical guidelines by which to distribute the diaconal aid.
- d. If the CDM determines to grant diaconal aid, it shall do so in coordination with the CEIR, the goal being to ensure that, as far as possible, the distribution of aid is accompanied by a Reformed ministry of the Word.

2. Procedure

- a. The CDM is authorized to give aid in one or both of two ways:
 - i. The CDM may make a disbursement from its unbudgeted cash reserves, unless the CEIR does not concur with the granting of the request, in which case no such disbursement shall be made until the matter is reviewed by the General Assembly.
 - ii. The CDM may make a special appeal to the churches for funds, materials, or personnel to help meet the need, unless the CEIR does not concur with the granting of the request, in which case no such appeal shall be made until the matter is reviewed by the General Assembly.
- b. If a special appeal is made to the churches, the total amount raised by each appeal shall be reported to the next General Assembly.

- c. When the CDM has determined to render such aid, it shall communicate this to the whole church in a timely fashion.
- d. Diaconal aid provided by the CDM shall be distributed as follows:
 - i. The CDM shall require that the distribution of aid, whether in goods or cash, be made by the ordained diaconate of the indigenous Reformed church.
 - ii. If there is no such diaconate, the CDM shall require that the distribution of aid be made by the ordained officers of the indigenous Reformed church.
 - iii. If there are no such officers, or if there is no such church, then the CDM shall require that the distribution of aid be made by the OP Mission (or if none, by the missions of other Reformed churches with whom the OPC has ecclesiastical fellowship) in that country.
 - iv. The CDM shall require that, insofar as is possible, decisions regarding the distribution of aid to any particular individual or family never be made by one man acting alone.
 - v. Before transmitting funds or goods for distribution, the CDM shall determine whether or not those handling the distribution of aid have developed appropriate biblical guidelines to ensure an equitable distribution of the aid received.
 - vi. If no biblical guidelines for equitable distribution are in place, the CDM shall assist the distributor in the development of the same.
 - vii. The CDM may request the assistance of the CFM (usually by its personnel already in the field) in developing such guidelines.
 - viii. The CDM shall require that those handling the distribution of aid provide the CDM with a detailed accounting of all funds and goods within six months of receiving the aid.
 - ix. The CDM shall not require that the names of individual recipients of diaconal aid be included in the detailed

accounting, but that they be included in the files of the distributor and available to an auditor.

- e. The CDM shall direct its communications regarding these matters to the Chairman of the CEIR.

E. Cooperation with Other Reformed Churches

1. Policy

- a. The CDM may endeavor to share information regarding opportunities for offering diaconal aid, developed in XI.B through XI.D, above, with churches with which the OPC has an official ecclesiastical relationship (i.e., Ecclesiastical Fellowship, Corresponding Relations, and Ecumenical Contact), as appropriate.
- b. The CDM may serve such churches by acting as a conduit for transmitting their diaconal aid to those responsible for distributing it.
- c. The CDM may, as the parties desire, memorialize the mutual understanding of each party's responsibilities with regard to information sharing and/or transmission of funds in a cooperative agreement (Ecclesiastical Fellowship) or a memorandum of understanding (Corresponding Relations or Ecumenical Contact).

XIII. Amendments to the CDM Manual

This Operating Manual for the Committee on Diaconal Ministries may be amended by a vote of two-thirds of those present at a regularly called meeting, provided that notice of the proposed amendment(s) is distributed in writing to every member of the CDM at least ten days prior to that meeting.

**BYLAWS OF
THE COMMITTEE ON DIACONAL MINISTRIES
OF THE ORTHODOX PRESBYTERIAN CHURCH, INC.**

**I
TITLE**

The title of the corporation is "The Committee on Diaconal Ministries of The Orthodox Presbyterian Church, Inc."

**II
LOCATION**

1. The location of the principal office of the corporation shall be in 919 North Market Street, Suite 1401, Wilmington, Delaware, 19801, in New Castle County. The name of the registered agent is Delaware Incorporating Company.
2. The corporation may, in addition to its principal office in the State of Delaware, establish and maintain an office or offices in the Township of Upper Moreland, Commonwealth of Pennsylvania, and at such other places as the Board of Trustees may from time to time find necessary or desirable.

**III
CORPORATE SEAL**

The corporate seal of the corporation shall have inscribed thereon the name of the corporation and the year of its creation, 2011, and the words "Incorporated, Delaware."

**IV
BOARD OF TRUSTEES**

1. The property and activities of the corporation shall be managed by a Board of Trustees, subject nevertheless, to the direction and control of the General Assembly of The Orthodox Presbyterian Church.
2. The Board of Trustees shall be composed of the members of the corporation as elected from time to time, in the manner set forth in the Charter, by the General Assembly of the Orthodox Presbyterian Church.
3. The Board of Trustees, in addition to the powers and authorities by these bylaws expressly conferred upon them, may exercise all such powers and do all such acts and things, as may be exercised or done by the corporation, subject nevertheless, to the provisions of the statute, of the Charter and of these bylaws, and subject also to the direction and control of the General Assembly of The Orthodox Presbyterian Church.

V
MEETINGS OF THE BOARD OF TRUSTEES

1. The newly elected Board of Trustees shall meet as soon as possible after their election for the purpose of organization and transaction of such business as may properly come before the meeting.
2. At the first meeting after their election the Board of Trustees shall elect from among their own number a president, a vice-president, a secretary, and a treasurer, to hold office for one year or until their successors are elected and qualified.
3. The Board of Trustees shall meet in regular session on its own adjournment, at such time and place as may be determined, from time to time, by resolution of the Board of Trustees. Regular meetings may likewise be called by the President or the Secretary in coordination with the Administrator. Notice of regular meetings shall be sent to each trustee by the Secretary or by the Administrator at least fourteen days prior to the meeting.
4. Special meetings of the Board of Trustees may be called by the President or by the Secretary in coordination with the Administrator. Special meetings shall be called by the President or the Secretary or the Administrator upon the request of any three trustees. Notice of special meetings shall be sent to each trustee by the Secretary or the Administrator at least fourteen days prior to the meeting. The notice shall specify the business for which the Board of Trustees is called into special meeting.
5. A majority of Trustees shall be necessary at all meetings to constitute a quorum for the transaction of business.

VI
OFFICERS OF THE CORPORATION

The officers of the corporation shall consist of the President, Vice-President, Secretary and Treasurer, or such subordinate officers as may from time to time be elected or appointed by the Board of Trustees. The officers of the corporation shall constitute the Executive Committee.

VII
THE ADMINISTRATOR

The work of the corporation may be assisted by the services of a person employed by the Board of Trustees and designated "Administrator." The Administrator shall not be a member or officer of the corporation, shall at all times be subject to the direction and control of the Board of Trustees, and shall have such powers and authority and perform such duties as may from time to time be prescribed by the Board.

**VIII
DUTIES OF THE PRESIDENT**

The President of the corporation shall preside at all meetings of the Board of Trustees; he shall execute all contracts and agreements authorized by the Board; and he shall perform such other duties as may be prescribed by the Board of Trustees.

**IX
DUTIES OF THE VICE-PRESIDENT**

The Vice-President shall preside at all meetings in the absence of the President and shall perform such other duties as may be prescribed by the Board of Trustees.

**X
DUTIES OF THE SECRETARY**

The Secretary shall attend the meetings of the Board of Trustees and keep an accurate record of all of its proceedings. He shall perform such other duties as may be prescribed by the Board of Trustees.

**XI
DUTIES OF THE TREASURER**

1. The Treasurer shall keep full and accurate accounts of receipts and disbursements in books belonging to the corporation; and shall deposit all money and other valuable effects in the name and to the credit of the corporation, in the depositories as may be designated by the Board of Trustees.
2. The Treasurer shall disburse the funds of the corporation in accordance with the directions of the Board of Trustees, taking proper vouchers for such disbursements.
3. Unless and until otherwise directed by the Board of Trustees, all checks, drafts or orders for the payment of money shall be signed by the Treasurer, when accompanied by a warrant signed by the Administrator.
4. The Treasurer shall render to the Board of Trustees, whenever required to do so, an account of all his transactions as the Treasurer and of the financial condition of the corporation.
5. If required by the Board of Trustees, the Treasurer shall give the corporation a bond in form and in an amount prescribed by the Board of Trustees for the faithful performance of the duties of his office and the restoration to the corporation in the case of his death, resignation, or removal from office, of all books, papers, vouchers, money, and other property of whatever kind in his possession belonging to the corporation. He shall perform such other duties as the Board of Trustees may from time to time prescribe.

**XII
VACANCIES**

If the office of the President, Vice-President, Secretary, or Treasurer becomes vacant by reason of death, resignation, retirement, disqualification, removal from office or otherwise, the Board of Trustees then in office, may choose a successor or successors who shall hold office for the unexpired term in respect of which such vacancy occurred. Until such time, the Executive Committee may appoint a member of the Board of Trustees to carry out the functions of the officer in an interim capacity.

**XIII
FISCAL YEAR**

The fiscal year of the corporation shall begin on the first day of January and terminate on the thirty-first day of December.

**XIV
WAIVER OF NOTICE**

Whenever any notice whatever is required to be given to any officer, trustee, or member of the corporation, a waiver thereof in writing, signed by such officer, trustee, or member, whether before or after the time stated in the waiver, shall be equivalent to such notice.

**XV
ORDER OF BUSINESS**

The order of business at all meetings of the Board of Trustees, unless otherwise prescribed by the Board, shall be as follows:

1. Roll call (quorum being present)
2. Reading of minutes of previous meeting or meetings, and action thereon
3. Report of the Executive Committee
4. Report of Administrator
5. Report of the Treasurer
6. Report of the Standing and Special Committees
7. Old business
8. New business
9. Adjournment

XVI
AMENDMENT OF BY-LAWS

The Board of Trustees, by a vote of the two-thirds of the members present at any meeting, may alter or amend these bylaws, provided however, that notice of proposed amendments shall have been given to each member of the Board of Trustees in writing at least ten days before such meeting.

CDM 2014-10

**STATE OF DELAWARE
CERTIFICATE OF INCORPORATION
A NON-STOCK CORPORATION**

THE UNDERSIGNED INCORPORATOR, in order to form a non-profit corporation for the purposes hereinafter stated, under and pursuant to the provisions of the General Corporation Law of the State of Delaware, does hereby certify:

ARTICLE I

The name of the Corporation is COMMITTEE ON DIACONAL MINISTRIES OF THE ORTHODOX PRESBYTERIAN CHURCH (the "Corporation").

ARTICLE II

Its Registered Office in the State of Delaware is to be located at 919 North Market Street, Suite 1401, Wilmington, Delaware 19801, in New Castle County. The name of the registered agent is Delaware Incorporating Company.

ARTICLE III

The Corporation is a non-profit corporation organized and operated exclusively for charitable and educational purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code of 1954, as amended, or the corresponding provision of any subsequent federal tax law. The purpose of the corporation is to coordinate, stimulate and promote the mercy ministries of the local congregations in those areas that are beyond the province or capacity of the local diaconates. Their responsibilities include providing a denominational response to major natural disasters as well.

As a means of accomplishing the foregoing purpose, the Corporation shall have the power to do any and all acts as are necessary or conducive to the attainment of any of the objects and purposes hereinbefore set forth, to the same extent and as fully as any natural person might or could do; provided, however, that notwithstanding any provision of this Certificate or any provisions of applicable state law to the contrary, the Corporation shall not have the power to carry on any activities which would cause it to fail to qualify, or to continue to qualify as (a) an organization exempt from federal income tax under Section 501 (c)(3) of the Internal Revenue Code of 1954, as amended, or the corresponding provision of any subsequent United States Internal Revenue law, or (b) an organization contributions to which are deductible under Sections 170, 2055, and 2522 of the Internal Revenue Code of 1954, as amended, or the corresponding provisions of any subsequent United States Revenue law. The Corporation shall be authorized to solicit, receive, and administer funds for the above purposes, but the Corporation shall not be authorized to accept gifts or contributions for other than the purposes hereinbefore stated. The funds of the Corporation shall not be restricted in use to people of any race, color, sex, national origin, religion, marital status, disability, sexual orientation, veteran status, or creed, and such funds shall be administered on a nondiscriminatory basis.

ARTICLE IV

No part of the earnings of the Corporation shall ever inure to the benefit of or be distributable to any member or individual having a personal or private interest in the activities of the Corporation, and no

substantial part of the activities of the Corporation shall ever be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distributing of statements), any political campaign on behalf of any candidate for public office. No Officer, Director, Member, or employee of the Corporation shall receive or be lawfully entitled to receive any pecuniary profit from the operations and activities of the Corporation, except reimbursement of out-of-pocket expenditures and reasonable compensation for services actually rendered to or on behalf of the Corporation.

ARTICLE V

If at any time or times, the Corporation shall be classified as a private foundation under United States Internal Revenue laws, then at such time or times the Corporation shall be subject to the following restrictions:

(1) The Corporation shall not engage in any act of self-dealing as defined in Section 4941(d) of the Internal Revenue Code of 1954, as amended, or corresponding provisions of any subsequent federal tax laws.

(2) The Corporation shall distribute its income for each taxable year at such time and in such manner so as not to become subject to the tax on undistributed income imposed by Section 4942 of the Internal Revenue Code of 1954, as amended, or corresponding provisions of any subsequent federal tax laws.

(3) The Corporation shall not retain any excess business holdings as defined in Section 4943(c) of the Internal Revenue Code of 1954, as amended, or corresponding provisions of any subsequent federal tax laws.

(4) The Corporation shall not make any investments in such manner as to subject it to tax under Section 4944 of the Internal Revenue Code of 1954, as amended, or corresponding provisions of any subsequent federal tax laws.

(5) The Corporation shall not make any taxable expenditures as defined in Section 4945(d) of the Internal Revenue Code of 1954, as amended, or corresponding provisions of any subsequent federal tax laws.

ARTICLE VI

The corporation shall be a membership corporation and shall have no authority to issue capital stock. The Members of the Corporation shall be the Directors thereof, who shall be nominated and elected by the Incorporator immediately upon the organization of the Corporation and who shall act as the Members and Directors of the Corporation until the election of their successors as provided in the By-Laws of the Corporation.

ARTICLE VII

The affairs and business of the Corporation shall be managed and conducted by the Board of Directors. The qualifications, election, number, tenure, powers, and duties fo the members of the Board of Directors shall be as provided in the By-Laws.

ARTICLE VIII

The Board of Directors may, by a majority of the whole Board, designate _____ committees. Any such committee, to the extent provided in the resolution of the Board of Directors, or in the By-Laws of

the Corporation, shall have may exercise all of the powers and authority of the Board of Directors in the management of the business and affairs of the Corporation, and may authorize the seal of the Corporation to be affixed to all papers which may require it. The Board of Directors may designate one (1) or more Directors as alternate members of any such committee, to replace any absent or disqualified member at any meeting of the committee. The By-Laws may provide that, in the absence or disqualification of a member of a committee, the member or members thereof present at any meeting and not disqualified from voting, whether or not he or they constitute a quorum, may unanimously appoint another member of the Board of Directors to act at the meeting in the place of any such absent or disqualified member.

ARTICLE IX

No member of the Corporation, member of the Board of Directors, or Officer shall be personally liable for the payment of the debts of the Corporation except as such Member, Director, or Officer may be liable by reason of his own conduct or acts.

ARTICLE X

The furtherance and not in limitation of the powers conferred upon the Board of Directors by law, the Board of Directors shall have the power to make, adopt, alter, or repeal, from time to time, the By-Laws of the Corporation.

ARTICLE XI

In the event of the liquidation, dissolution, or winding up of the affairs of the Corporation, whether voluntary, involuntary, or by operation of law, the Board of Directors of the Corporation shall, except as may be otherwise provided by law, transfer all of the assets of the Corporation in such manner as the Directors, in the exercise of their discretion, may be a majority vote determine; provided, however, that any such distribution of assets shall be calculated to carry out the objects and purposes hereinbefore stated in ARTICLE III hereof, and only such objects and purposes; and, provided further, that such distributions must be to one or more organizations (a) which are exempt from tax as organizations described in Section 501(c)(3) of the Internal Revenue Code of 1954, as amended, or the corresponding provision of any subsequent United States Internal Revenue laws, and (b) contributions to which are deductible under the provisions of Sections 170, 2055, and 2522 of the Internal Revenue Code of 1954, as amended, or the corresponding provisions of any subsequent United States Internal Revenue laws.

ARTICLE XII

The Corporation reserves the right to amend, alter, or repeal any provisions contained in this Certificate of Incorporation in a manner now or hereafter prescribed by applicable statutes, and all rights conferred herein are granted subject to this reservation; provided, however, that no amendment shall authorize the Board of Directors or the Members of the Corporation to conduct the affairs of the Corporation in any manner or for any purpose contrary to the provisions of Section 501(c)(3) of the Internal Revenue Code of 1954, as amended, or the corresponding provision of any subsequent United States Internal Revenue laws.

ARTICLE XIII

Upon dissolution of the Corporation, the assets of the Corporation shall be distributed for one or more exempt purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government or to a state or local government, for a public purpose. Any such assets not so distributed shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization(s) as said Court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE XIX

Furthermore, notwithstanding any other provision of these articles, this Corporation shall not engage in any activities or exercise any powers that are not permitted to be carried on by a Corporation exempt from the federal income tax under Section 501 (c)(3) of the Internal Revenue Code or the corresponding section of any future federal tax code or by a corporation, contributions to which are deductible under Section 170 (c)(2) of the Internal Revenue Code or the corresponding section of any future federal tax code.

ARTICLE XX

The name and mailing address of the incorporator is Edward B. Rosenthal, Esquire, 919 North Market Street, Suite 1401, Wilmington, DE 19801.

IN WITNESS WHEREOF, I, the Undersigned, for the purpose of forming a corporation under the laws of the State of Delaware, do make, file and record this Certificate, and do certify that the facts herein stated are true, and I have accordingly hereunto set my hand this _____ day of July, 2011.

BY: _____

NAME: Edward B. Rosenthal, Esquire

STATE OF DELAWARE :
: SS.
NEW CASTLE COUNTY :

BE IT REMEMBERED, that on this _____ day of July, 2011, personally appeared before me, the subscriber, a Notary Public for the State and County aforesaid, Edward B. Rosenthal, Esquire, party in the foregoing Certificate of Incorporation, known to me personally to be such, and he did acknowledge the said Certificate to be his act and deed, and that the facts stated therein are true.

GIVEN under my hand and seal of office the dy and year aforesaid.

Notary Public (SEAL)