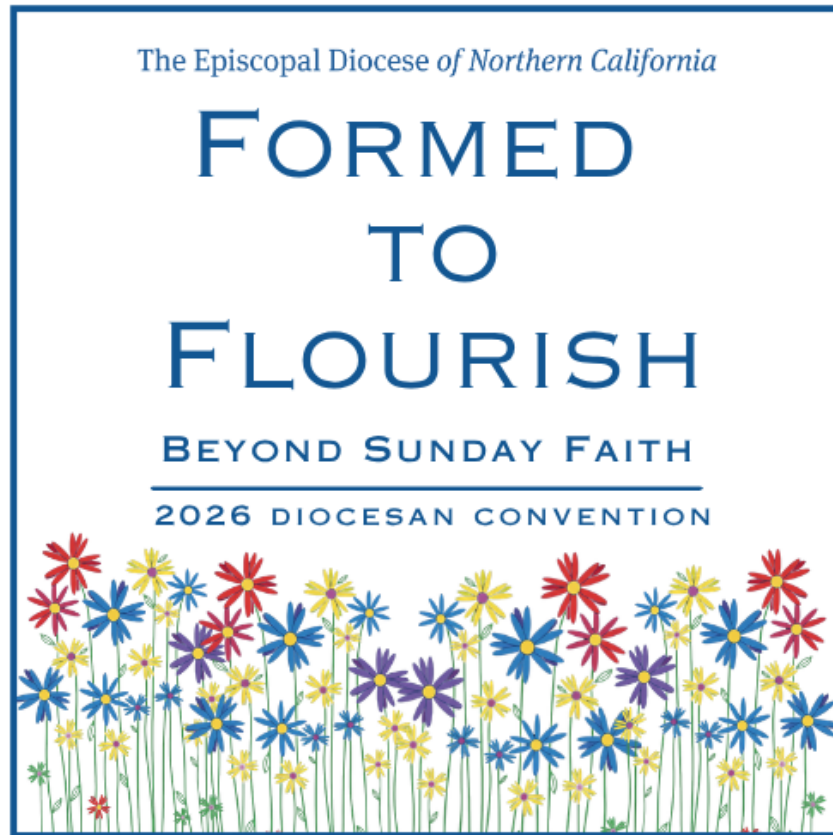




Saturday, October 24, 2026 | Online

DIOCESAN CONVENTION JUNE PACKET



2026 Diocesan Convention Packet Details
Saturday October 24, 2026 | Online

This packet contains pertinent documents and information for the
2026 Diocesan Convention of
The Episcopal Diocese of Northern California.

Table of Contents

Call of Convention	03
House Rules	07
Certificate of Lay Delegates Form	13
Congregation Range Sheet	16
Governance Nomination Instructions	18
Governance Nomination Form from the Convention Floor	19
Instructions for Writing Resolutions	20
Board of Trustees Position Description	26
Standing Committee Position Description	30
General Convention Deputy Position Description	32



The Episcopal Diocese of Northern California

June 15, 2026

NOTICE OF THE ONE HUNDRED SIXTEENTH ANNUAL MEETING OF THE CONVENTION OF THE EPISCOPAL DIOCESE OF NORTHERN CALIFORNIA

Notice is hereby given that the One Hundred Sixteenth Annual Meeting of the Diocesan Convention of The Episcopal Diocese of Northern California has been called by the Bishop of Northern California for Saturday, October 24, 2026, on Zoom in California. Materials relating to convention, such as an agenda, budget, resolutions, nominations, etc. will be distributed via the diocesan website. A verbatim copy of the call follows this notice.

Please distribute a copy of this letter to all of your delegates.

Dated: June 15, 2026

A handwritten signature in black ink, reading 'Rev. Annie Mertz', is written over a horizontal line.

The Rev. Annie Mertz
Secretary of Convention



The Episcopal Diocese of Northern California

CALL AND APPOINTMENT OF DIOCESAN CONVENTION

The undersigned Ecclesiastical Authority of The Episcopal Church in The Diocese of Northern California hereby calls and appoints the time and place of the One Hundred Sixteenth Annual Meeting of the Diocesan Convention of The Episcopal Church in The Diocese of Northern California and adopts reasonable rules regarding registration, resolutions and nominations as follows:

The One Hundred Sixteenth Annual Meeting of the Diocesan Convention of The Episcopal Diocese of Northern California shall be held on Saturday, October 24, 2026, on Zoom.

Convention will begin on Saturday, October 24:

- Clergy and Lay delegate check in to Convention will begin at 7:30 am on Jotform
- Business Session I will begin at 9:00 am

CONVOCATION

Convocation serves as a preview and preparation session for our Annual Diocesan Convention. It gives clergy and lay delegates an opportunity to review the approved budget, learn about candidates for diocesan leadership, resolutions, and hear the Bishop's vision before formal action is taken at Convention.

Convocation will be held on Saturday, September 19, on Zoom. During Convocation, there will be time for two Deaneries to hold their Deanery Election for a Board of Trustees position.

- Capital Deanery (representative can be clergy or lay | three-year term)
- Russian Deanery (representative can be clergy or lay | three-year term)

CERTIFICATION OF LAY DELEGATES

Certificates are due to the Office of the Bishop no later than **JULY 24, 2026**. This form is only to be used for lay delegates, not for clergy. *This form does not constitute registration to convention; you must still complete online registration.*

Any controversy over filing times may be presented to the Committee on Credentials by filing with the Secretary of Convention before the formation of convention. The recommendation of the Committee on Credentials on the matter shall be included in the Report of the Secretary of Convention. The convention shall hear and determine the matter, including, for due cause, granting a waiver of a due date and imposing reasonable conditions.



The Episcopal Diocese of Northern California

REGISTRATION

Diocesan Convention is open to all. Pre-Registration is encouraged.

REGISTRATION IS AVAILABLE HERE:

<https://www.norcalepiscopal.org/site/2026-diocesan-convention>

REGISTRATION PERIODS

Early | Monday, June 15, to Friday, July 31.

Regular | Saturday, August 1 to Thursday, September 24

Late | Friday, September 25, to Saturday, October 24

REGISTRATION TYPE	EARLY 6/15 – 7/31	REGULAR 8/1 – 9/24	LATE 9/25–10/24
Canonical & Physical Resident Clergy	\$15.00	\$25.00	\$30.00
Seat & Voice	\$15.00	\$25.00	\$30.00
Lay Delegate	\$15.00	\$25.00	\$30.00
Alternate Delegate	\$10.00	\$10.00	\$10.00
Visitors	\$10.00	\$10.00	\$10.00
Volunteers (a min of 4 hours)	Free	Free	Free

RESOLUTIONS

Resolutions may be proposed by:

- Any person with Seat, Voice, and Vote
- The Board of Trustees
- Standing Committee
- Commission on Ministry
- Diocesan Institutions
- Vestries
- Mission Committees
- Committees of convention
- The Bishop

Resolutions shall be in the standard form for resolutions used by General Convention and shall be filed with the Secretary of Convention and may be done so by uploading your PDF [document via JotForm linked here](#).

The deadline for filing resolutions is MONDAY, AUGUST 24. Additional filed Resolutions or Resolutions submitted at the formation of convention may be considered, with approval of a unanimous vote of convention.



The Episcopal Diocese of Northern California

GOVERNANCE NOMINATIONS

Nominations for Standing Committee and Board of Trustees may be made by any person with seat, voice, and vote and shall be sent to convention@norcalepiscopal.org using the approved nomination forms or [by completing the JotForm linked here](#).

The due date for filing nominations is **MONDAY, AUGUST 24**.

For any office for which there is no contest as of the filing deadline, a second filing time shall immediately open on **TUESDAY, AUGUST 25**. The due date for filing nominations during the second filing time is **FRIDAY, OCTOBER 9 by 12:00 pm**.

The Secretary of Convention will post notice on the diocesan website of those offices for which a second period of nominations has been opened. Nominations may be made online "from the convention floor" when called for by the President. Names of those nominated from the floor will be placed on the ballot below those nominated prior to the opening of convention; provided that floor nominees first present a digital copy of the nomination form and a high-resolution photo of themselves (the nominee) to the Committee on the Dispatch of Business.

You will find positions available with their respective job descriptions in this virtual packet.

Congregation Range Sheet

Please see virtual packet for the 2026 form.

All forms can be found on our website at

<https://www.norcalepiscopal.org/site/2026-diocesan-convention/>

Schedule at a Glance

Convention will begin on Saturday, October 24:

- Convention check-in & Registration will begin at 7:30 a.m.
- Business session I will begin at 9:00 a.m.
- Noontime prayers and lunch will begin at 12:00 p.m.
- Business session II will begin at 12:45 p.m.
- Plan to dismiss at 4:00 p.m.

Dated: June 15, 2026

The Rt. Rev. Megan M. Traquair, Bishop
Ecclesiastical Authority

A handwritten signature in cursive script, reading "Megan M. Traquair", is written over a horizontal line.

HOUSE RULES

THE EPISCOPAL CHURCH IN THE DIOCESE OF NORTHERN CALIFORNIA VIRTUAL CONVENTION OCTOBER 24, 2026

The Ecclesiastical Authority hereby moves for the adoption of the following House Rules which shall operate both within and outside of the Convention session and ratification of actions already taken in accordance with the Original Rules:

I - GENERAL

Pursuant to Article VI, Section 1 of the Constitution, and order of the Bishop and Standing Committee, the 2026 Convention shall be held electronically and virtually rather than in person, with clergy and delegates gathering at Designated Deanery Hubs where able, in the interest of building community within the diocese.

I.1 Interpretation of certain Constitutional and Canonical Terms

For purposes of this Convention, these terms shall have the following interpretation:

Convention – The meeting of clergy and laity of the Episcopal Diocese of Northern California conducted virtually using a Zoom meeting platform.

Seat – The ability to participate in the Convention virtually, using the Zoom meeting platform.

Voice – The right to make oral statements during the Convention via electronic means on the Zoom meeting platform and the right to make written statements during the Convention using the Zoom chat feature.

Vote – The right to cast an electronic ballot during the Convention using JotForm ballot.

Member – Any clergy member, lay delegate, or seat and voice who is registered to attend convention.

I.2 Convention Manager – In order to facilitate the conduct of this hybrid meeting of the Convention and assist the President and the Secretary of the Convention, the Ecclesiastical Authority shall appoint Lisa Taylor as Convention Manager.

II. NOTICE OF CALL AND MEETING OF VIRTUAL CONVENTION AND CONNECTION INFORMATION

II.1 Call and Notice Time. The Ecclesiastical Authority shall issue a Call for Convention to be attended virtually by Zoom with delegates gathering at Designated Deanery Hubs where possible by publishing notice for such meeting on the diocesan website no later than Monday, June 15, 2026.

II.2 Lay Delegates and Alternate Delegates. No later than Friday, July 24, 2026, every rector, vicar, or warden of any congregation entitled to representation in Convention must notify the Convention Secretary of the email address of (a) every Lay Delegate of such congregation and (b) any Alternate who pursuant to Canon 2.3 will replace an elected Lay Delegate who is unable to attend the Convention.

I.3 Convention Manager to Send Login Information. No later than Friday, October 16, the Convention Manager or their designee shall send an email to every member of Convention setting forth (a) the time of the meeting, (b) the login information needed to connect to the Zoom platform, and (c) a phone number vote if necessary due to technical issues using the JotForm ballot.

No later than 8:00 am on the day of the Convention, Saturday, October 24, if an Alternate will replace an elected Lay Delegate, the rector, vicar or warden of the congregation to which the Lay Delegate and Alternate belongs shall advise the Convention Registrar via email that the Alternate will be serving in place of the Lay Delegate, as well as provide the completed and signed appropriate change form(s).

Technical terms

- **Zoom** – the platform used for the livestream of the convention proceedings. Members attending convention at a deanery hub will watch the zoom on a screen (or screens) at the location. Only members unable to join in person may log in to the zoom meeting to participate. Zoom will also be used to enable clergy and lay delegates to appear on the zoom livestream and speak in debate
- **JotForm** – the platform used to: 1) establish quorum, 2) vote, 3) submit a motion in writing

Technical Requirements to Participate in Convention

- Clergy and lay delegates must check into the convention using JotForm, to establish quorum
- Members may participate in floor debate by submitting a request using JotForm, indicating their wish to speak for or against a resolution
- Members will be recognized by the President and asked to speak using the zoom connection at the deanery hub, or another location.
- Ballots will be cast using JotForm, accessed by a QR code.
- Clergy and delegates must vote using their own device, providing their name, congregation, and personal ID number.
- If unable to vote using the JotForm ballot, clergy and delegates may cast a ballot by phone by calling the number provided by the Convention Manager.

III OPENING THE MEETING AND QUORUM

III.1 Zoom Livestream. The Secretary shall schedule the Convention livestream to begin at least 30 minutes before the start of each session.

III.2 Deanery Hubs. Clergy and Lay Delegates are encouraged to gather at Designated Deanery Hubs where available, to participate in convention. In the event a member cannot attend in person, they must be able to log in using zoom.

III.3 Member Sign in. All clergy and delegates must sign in to the convention using a (smartphone/tablet) device, using JotForm, accessed by a designated QR code. Each member will be required to enter their name, congregation, and personalized ID number to establish quorum. All members, whether at the deanery hub or another location, must sign in prior to the beginning of the business session.

III.4 Authorized participants. Only people who have registered for convention are authorized to participate. Visitors may only participate by logging into the Zoom meeting.

III.5 Quorum. The Sergeant-at-Arms shall determine and report to the Secretary the presence of a quorum as required by the Constitution based on members' login information. At all times subsequent to the formal organization of Convention, it shall be assumed that a quorum is present unless the point of no quorum is raised by any member, in which case the quorum shall be determined by a call of the Clergy and of the Parishes and Missions entitled to representation.

III.6 Zoom Display of President. The President shall appear onscreen throughout the Zoom business session livestream. If the livestream fails, convention will automatically be in recess until restored.

III.7 Recording. The Convention Manager shall arrange for recording of the Convention so that the public and members of the Diocese other than members of the Convention may observe the proceedings upon conclusion of the Convention.

IV. CONDUCT OF MEETING

IV.1 Parliamentary Standard. Roberts Rules of Order (12th Revised Edition) will be the Parliamentary Standard for this Convention.

IV.2 Technical Requirements and Malfunctions. Each member is responsible for his or her audio and Internet connections; no action shall be invalidated on the grounds of the loss or poor quality of a member's individual connection. In the event a member of convention wishes to be recognized and has technical difficulties, he or she may participate by audio only.

IV.3 Forced Disconnections. If a member's connection is causing undue interference with the meeting, or a member is disruptive, the convention manager shall force mute that connection. The member may then appeal to the President using the Zoom Chat function. The President's decision on the matter is final and shall be announced during the meeting and recorded in the minutes.

IV.4 Deanery Hub Coordinator. Where offered, a Deanery Hub shall have a designated person responsible for ensuring the Zoom livestream is functioning, and will manage access to debate by clergy, lay delegates, and those with seat and voice. The Ecclesiastical Authority shall approve the appointment of designated coordinators at deanery hubs.

IV.5 Assignment of the Floor. Members wishing to be recognized by the Convention President must do one of the following:

- If present at a deanery hub, they must use the JotForm link
- If participating using Zoom, they must use the raise hand function

IV.6 Participating in Debate. Members, when recognized by the President, may speak for or against a resolution using a designated camera or computer at a deanery hub. If they are at another location, they must be able to participate using Zoom.

IV.7 Motions submitted in writing. A member intending to make a main motion, to offer an amendment, or to propose instructions, shall, before or after being recognized, post the motion in writing by either using a designated JotForm link or the chat function in Zoom. For the motion to be recognized, the author's name and congregation must appear in the body of the motion.

IV.8 Display of motions. The Secretary shall display the immediately pending question and other relevant pending questions (such as the main motion, or the pertinent part of the main motion, when an amendment to it is immediately pending) on screen; and, to the extent feasible, the Secretary, or any assistants appointed by her for this purpose, shall cause such questions, or any other documents that are currently before the meeting for action or information, to be displayed therein until disposed of.

IV.9 Seconding of motions and related posts. Members responding "so moved" to a request from the President for a motion, or seconding any motion that requires a second, may do so without needing to be recognized by the President. Members may second a motion by using the chat function in Zoom.

IV.10 Consent Agenda. In its report the Committee on Resolutions and Memorials may recommend to Convention additional Resolutions concerning routine or noncontroversial matters as a Consent Agenda. The Consent Agenda shall be considered by Convention as a single agendum without amendment (other than an amendment contained in the Committee report) or debate; however, before putting the Consent Agenda to a vote, the President shall allow a reasonable time for questions and answers to those questions and provide an opportunity for objections. Upon an objection by any three delegates, lay or clergy, from three different congregations or the Representative at Convention presenting the Resolution, a Resolution shall be removed from the Consent Agenda and considered by Convention after consideration of all other Resolutions.

IV.11 Election to Governing Bodies. Where there is an election to a Governing body, such as the Board of Trustees, to fill both full terms and one or more partial terms (resulting from a vacancy in office, for example), there shall be a single ballot for all members, and nominees receiving the highest number of votes shall fill the full terms and nominee receiving lesser required numbers of votes shall fill the partial terms in the order of votes received. Any tie vote shall be broken by lot.

IV.12 Minutes. The Assistant Secretary shall record the minutes of the proceedings of the Convention, submit them for approval to by a Minutes Committee consisting of three members appointed by the Bishop, and upon approval by the Minutes Committee cause them to be published in the Journal of the Diocese Convention.

IV.13 Controversies. Any controversy over filing times set forth in the original House Rules for this Convention may be presented to the Committee on Credentials by filing with the Secretary of Convention before the formation of convention. The matter shall be included in the Report of the Secretary of Convention. The Convention shall hear and determine the matter, including, for due cause, granting a waiver of a deadline and imposing reasonable conditions.

IV.14 Late Resolutions and Canonical Changes. Late Resolutions may be received by unanimous consent of Convention on formation and shall be referred to the Committee on Resolutions and Memorials. Late Canonical changes may be received by unanimous consent of the Convention and will be referred to the Committee on Constitution and Canons or to a Special Committee. (Constitution, Art. VI, Sec.3)

IV.15 Procedure for Governance nominations. Pursuant to Canon 4.4, the regulations and methods for the making of nominations have not changed from previous years, except as follows:

All persons eligible to hold elected office may nominate themselves or be nominated by any person with seat, voice and vote at Convention in accordance with the following rules:

In setting the times for filing nominations for office, the Ecclesiastical Authority shall set an initial filing time ending on Monday, August 24. For any office for which there is no contested election, a second filing time shall open on Tuesday, August 25, and close on Friday, October 9. Nominations must be filed by midnight on the last day set for of the second filing time.

The President of Convention shall provide a form for filing nominations on the Diocesan website. Nominations shall be filed only by using the form provided on the Diocesan website. Such nominations shall be deemed filed with the Secretary of convention.

IV.16 The Governance Nomination Form shall include the following information:

- Name, phone number and email address of the nominee
- Order of the nominee (clergy or lay)
- Congregation and location of which the nominee is a member
- Office the nominee is seeking
- Name, order, and congregation if nominated by someone else
- A Candidate's Biographical Statement of no more than 250 words
- A Candidate's Statement answering the following question: What talents and spiritual gifts do you bring to the Standing Committee/Board of Trustees? (250 Words Maximum)
- A high-resolution color headshot, jpg format, 3.5Mb maximum

The names of all candidates and their submitted statements shall be published on the diocesan website as soon as possible, and, for those filed within the initial filing time, in no case less than two weeks prior to the Deanery Convocations on Saturday, September 5.

Nominations from the floor of Convention shall be opened as provided for nominations by Canon 6.2 as modified by these rules.

A description of the procedures and requirements for Nominations from the floor shall be included in the materials provided at the pre-convention deanery convocations.

V. CONDUCT OF ELECTIONS

V.1 In addition to following any applicable provision of the Constitution or Canons of The Episcopal Church or this Diocese, the President of Convention shall conduct all elections in the following manner:

- Each clergy and lay delegate entitled to vote shall be allowed to cast a vote with reasonable privacy and anonymity.
- Clergy and lay delegates must cast their vote on their own device using a JotForm ballot
- Clergy and lay delegates must cast their vote using their own login credentials
- In the event a clergy or lay delegate is unable to cast a ballot using their device, they may call the Office of the Bishop to enter their vote

Per Article X, section 2 of the Constitution, a voice vote may be used in place of a ballot for any uncontested election when approved by unanimous consent of the Convention.

Each election or resolution will be allowed a maximum of 15 minutes to collect ballots.

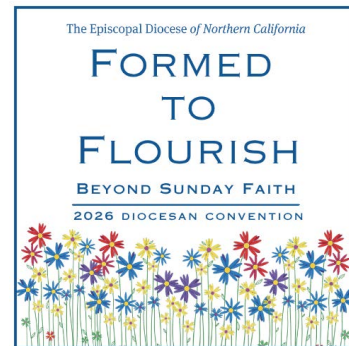
The results of all elections shall be reported to the President by the Sergeant-At-Arms or the Secretary. The results of all elections shall be announced by the President of Convention and shall be published on the diocesan webpage as soon as possible after the close of Convention.

V2 Publication of these Rules. The provisions of this Rule regarding “Procedures for Governance Nominations” shall be included with the notice and time and place of Convention specified by Article VI, Section 3 of the Constitution.

V3 Proposed list of canonically resident clergy. At least sixty days before this annual Convention and at the time of sending the original notice of a meeting of Convention required by Art. XIV of the Constitution, the Secretary will post on the Diocesan website a proposed list of all clergy canonically and actually resident in this Diocese and give notice of the posting by electronic transmission to all clergy canonically resident in this diocese, whether actually resident or not. Within thirty days following the electronic transmission, any member of the clergy canonically resident in this diocese has the right to enter an objection to the list by electronic transmission addressed to the Secretary and the Chair of the Committee on Credentials. After reasonable notice and an opportunity for the objector to be heard, the Committee on Credentials shall render its recommendation to the Secretary, which the Secretary shall report to Convention.

Certificate of Lay Delegates

Due Date: July 24, 2026



This form is **ONLY to be used for lay delegates, **NOT** for clergy.*

Name of Congregation: _____

City of Congregation: _____

We hereby certify that at a duly convened meeting of the Vestry of the above named parish or the congregation of the above named mission, held on the _____ day of _____ A.D., 2025, the following were elected lay Delegates and Alternate Delegates to the forthcoming Diocesan Convention.

(Please Print or Type Names)

First Name	Last Name	Email	Please specify either "Delegate" or "Alternate"
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Option 1: Rector, Vicar or Priest in Charge

_____	_____	_____
Rector, Vicar or Priest in Charge - Print Name	Rector, Vicar or Priest in Charge - Signature	Date

OR

Option 2: Junior / Senior Warden AND Clerk

_____	_____	_____
Junior / Senior Warden - Print Name (Please circle one)	Junior / Senior Warden - Signature (Please circle one)	Date

_____	_____	_____
Clerk - Print Name	Clerk - Signature	Date

Constitution—Article V. Section 5—"Lay members shall consist of delegates from each Parish or Mission, in union with the Convention. They shall be adult communicants in good standing in the respective Parish or Mission they represent and are entitled to vote for Vestrypersons or officers in the same. The number of delegates from each Parish or Mission shall be based on the Congregational Range which is published each year by the Diocesan Council according to the following formula:

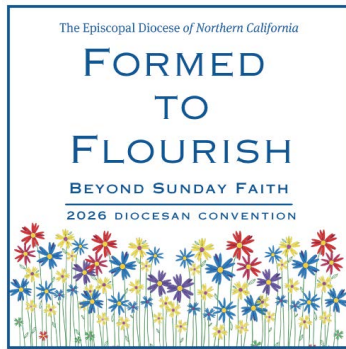
Congregational Range	A	B	C	D	E	F	G
Delegates Allowed	3	3	4	5	6	7	8*

*One additional Delegate is allowed for every 100 Congregational Points, in the previous year, above the Diocesan Standard.

Please send this completed form to:

The Office of the Bishop Attn:
Convention
2394 Fair Oaks Blvd.,
Sacramento, California 95825

fax: 916-442-6927
email: michelle@norcalepiscopal.org



The Episcopal Diocese of Northern California
Filing Appointing Alternate to the Diocesan
Convention: October 24, 2026

I, _____, the Cleric in charge of _____ Episcopal Church in _____ certify that _____, is hereby appointed as an Alternate to this Convention and added to our Certificate of Lay Delegates from this congregation and have the power and authority of a duly elected Alternate.

They can be reached at the following email address: _____.

Dated: _____, 20____

The Rev. _____
Cleric in Charge

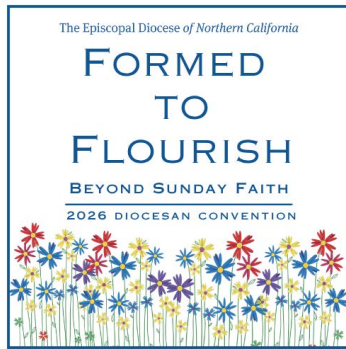
====> If there is not a Cleric in Charge, the Senior Warden completes the form below <====

I, _____, the Senior Warden of _____ Episcopal Church in _____ certify that _____, is hereby appointed as an Alternate to this Convention and added to our Certificate of Lay Delegates from this congregation and have the power and authority of a duly elected Alternate.

They can be reached at the following email address: _____.

Dated: _____, 20____

Senior Warden



The Episcopal Diocese of Northern California Filing Change from Alternate to Delegate to the Diocesan Convention: October 24, 2026

I, _____, the Cleric in charge of _____ Episcopal Church in _____ certify that _____, a Delegate to the 2025 Diocesan Convention listed in the Certificate of Lay Delegates from this congregation, is unable to serve. I hereby appoint _____, an Alternate elected by the Mission Committee, to fill the vacancy and have the power and authority of a duly elected Delegate.

Dated: _____, 20____

The Rev. _____
Cleric in Charge

====> If there is not a Cleric in Charge, the Senior Warden completes the form below <====

I, _____, the Senior Warden of _____ Episcopal Church in _____ certify that there is no Clergy available to make this appointment and that _____, a Delegate to the 2025 Diocesan Convention listed in the Certificate of Lay Delegates from this congregation is unable to serve. I hereby appoint _____, an Alternate elected by the Mission Committee, to fill the vacancy and have the power and authority of a duly elected Delegate.

Dated: _____, 20____

Senior Warden

The Episcopal Diocese of Northern California

Congregation Ranges - 2026

Church Name	Page 2	Page 4	Page 5	Points Comparison		
	Sunday Attendance #1	Pledge Cards #1	Operating Expenses #6	2024 Points	Change from Prior Year **	2025 Points

Bishop

Range G (500 & up)

8 Delegates Allowed*

Trinity Cathedral (Sacramento)	264	264	\$1,626,908	913.71		945.45
Trinity (Folsom)	220	188	\$835,480	539.07		519.74

Range F (335.00 - 499.99)

7 Delegates Allowed

Incarnation (Santa Rosa)	150	144	\$823,991	489.39		485.50
Grace (Saint Helena)	85	99	\$862,702	523.96	**WAS G	477.35
St. Michael's (Carmichael)	93	113	\$829,824	453.94		466.41
St. John's (Roseville)	181	123	\$613,453	341.28		382.73
St. Martin's (Davis)	114	116	\$571,902	309.99	**WAS E	343.45

Range E (223 - 334.99)

6 Delegates Allowed

St. John's (Chico)	92	75	\$504,702	295.29		294.10
Emmanuel (Grass Valley)	102	70	\$474,475	253.89		280.24
Faith (Cameron Park)	87	95	\$468,567	316.81		279.78
St. Mary's (Napa)	127	92	\$422,893	312.88		266.20
St. Paul's (Benicia)	89	70	\$416,412	248.60		247.96
St. Luke's (Auburn)	104	89	\$387,572	190.03	**WAS D	242.04
St. Augustine (Rocklin)	83	65	\$405,233	234.93		239.62
St. Stephen's (Sebastopol)	80	52	\$381,906	188.65	**WAS D	223.95

Range D (170 - 222.99)

5 Delegates Allowed

Christ (Eureka)	112	78	\$338,014	237.34	**WAS E	216.51
St. Paul's (Healdsburg)	81	63	\$347,738	226.11	**WAS E	209.87
Grace (Fairfield)	39	39	\$325,402	122.67	**WAS C	182.20
St. Patrick's (Kenwood)	54	52	\$292,124	166.14	**WAS C	172.56

Range C (120 - 169.99)

4 Delegates Allowed

All Saints (Sacramento)	53	49	\$286,515	157.65		168.76
Holy Trinity (Nevada City)	88	54	\$262,904	154.14		166.95
All Saints' (Redding)	72	52	\$253,661	175.27	**WAS D	157.83
St. John's (Petaluma)	75	60	\$226,592	179.26	**WAS D	147.05
St. Luke's (Woodland)	56	44	\$221,185	179.87	**WAS D	135.59
St. Alban's (Arcata)	47	44	\$221,274	133.97		133.39
Trinity (Sonoma)	38	40	\$210,717	120.26		124.86

Range B (90 - 119.99)

3 Delegates Allowed

St. Clement's (Rancho Cordova)	35	29	\$197,180	96.14		114.59
Our Saviour (Placerville)	57	32	\$178,627	111.01		111.56
St. Paul's (Sacramento)	39	33	\$144,986	103.04		90.49

* = One additional Delegate is allowed for every 100 Congregational Points, in the previous year, above the Diocesan Standard.

** = Change from the prior year.

The Episcopal Diocese of Northern California
Congregation Ranges - 2026

Church Name	Page 2	Page 4	Page 5	Points Comparison		
	Sunday Attendance #1	Pledge Cards #1	Operating Expenses #6	2024 Points	Change from Prior Year **	2025 Points

Range A (below 90)

3 Delegates Allowed

Epiphany (Vacaville)	52	32	\$137,291	92.13	**WAS B	89.65
St. George's (Carmichael)	44	27	\$109,486	68.76		72.49
St. Luke's (Calistoga)	50	31	\$103,682	64.56		72.09
St. Michael's (Fort Bragg)	20	23	\$118,145	66.04		69.82
St. Peter's (Red Bluff)	21	17	\$117,139	59.92		68.07
Ascension (Vallejo)	31	42	\$92,604	96.56	**WAS B	64.55
St. James (Lincoln)	33	33	\$76,351	72.32		54.68
St. Stephen's (Colusa)	13	0	\$88,049	36.56		47.27
St. Barnbas (Mount Shasta)	30	22	\$62,687	50.34		44.34
Shepherd by the Sea (Gualala)	24	15	\$64,350	46.35		41.93
St. Mary's (Elk Grove)	26	22	\$58,786	34.47		41.39
St. John's (Marysville)	13	17	\$65,482	36.49		40.24
Trinity (Sutter Creek)	15	15	\$63,297	32.93		39.15
Holy Trinity (Ukiah)	20	19	\$58,091	38.90		38.80
St. Francis (Fortuna)	20	19	\$54,232	44.62		36.87
St. Timothy's (Gridley)	17	14	\$56,319	29.75		35.91
Good Shepherd (Cloverdale)	30	26	\$40,243	33.62		34.12
St. James (Yuba City)	18	17	\$45,727	36.99		31.61
St. Michael's (Anderson)	19	6	\$50,478	29.06		31.49
St. Francis (Willits)	19	22	\$40,306	30.82		30.40
St. Paul's (Crescent City)	20	10	\$39,012	25.38		27.01
Christ (Quincy)	13	16	\$37,525	39.45		26.01
St. John's (Lakeport)	10	15	\$33,673	21.06		23.09
St. Luke's (Galt)	16	15	\$29,611	40.06		22.56
Holy Trinity (Willows)	7	8	\$35,911	20.79		21.71
Grace (Wheatland)	13	6	\$33,861	20.28		21.68
St. Michael's (Alturas)	7	6	\$31,455	19.64		18.98
Good Shepherd (Susanville)	10	7	\$21,226	6.51		14.86
St. Matthew's (Sacramento)	13	11	\$9,989	9.08		10.99
St. Paul's (Oroville)	21	12	\$0	30.78		8.25
St. Andrew's (Corning)	6	0	\$10,645	8.87		6.82
St. Nicholas (Paradise)	6	0	\$0	2.25		1.50

Points are calculated as follows from Parochial Report line items:

Line #1 (pg.2) x 25% +
Line #1 (pg.4) x 25% +
Line #6 (pg.5)/1000 x 50%

For example:

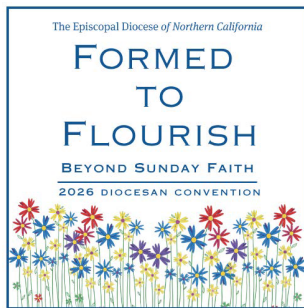
Average attendance (#1) = 200 x 25% =	50
# of pledge cards (#1) = 120 x 25% =	30
Operating Exp (#6) = 120,000 =	
120,000/1000 x 50%	60
Total Points	140

Points of 140 reflects Range C

See Article V, Section 5 of the Constitution of the Episcopal Church in the Diocese of Northern California for guidance on Lay Delegates to Convention.

* = One additional Delegate is allowed for every 100 Congregational Points, in the previous year, above the Diocesan Standard.

** = Change from the prior year.



2026 Governance Nomination Instructions

Board of Trustees | Standing Committee

Open Positions for 2026:

Board of Trustees: One position, either clergy or lay | three-year term

Standing Committee: Two positions: One Lay and One Clergy

Position | both four-year terms

-
- All persons eligible to hold elected office* may nominate themselves or be nominated by *any person with seat, voice and vote at Convention*.
 - All nominations must use the online forms provided at the convention website: norcalepiscopal.org/convention

A Complete Nomination is comprised of the following

- **The Nomination Form** – <https://form.jotform.com/261490024023141>
- **A high resolution headshot** (jpg, no more than 3MB).
Email the file to: convention@norcalepiscopal.org

Upon submission, the nomination will be reviewed by the Chair of the Nomination Committee. If the Nomination is in order, the nominee will be a candidate for the office. If the nomination is incomplete, the nominee will be permitted to make needed corrections.

The Deadline for Submitting Nominations is Monday, August 24, 2026

Optional Candidate Response

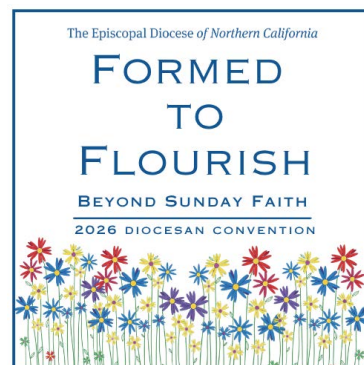
- All candidates will be invited to record their answer to a standardized question in a one-on-one zoom call with the Chair of the Nominating Committee. Date and time to be scheduled later.
- Candidate will have up to three minutes to respond to the question. No other statements or questions will be allowed.
- The recordings will be made available on the convention website prior to Deanery Convocations.
- Candidate is responsible for the connection quality and stability for the zoom meeting. No other videos are required, or will be accepted.

* Refer to the specific Office Requirements for eligibility

Governance Nomination Form

NOMINATION FROM THE CONVENTION FLOOR

The nominee must submit 5 printed copies of this form and a high-resolution photo to the Dispatch of Business at 2026 Diocesan Convention.



Elective Offices to be Filled:

Board of Trustees: 1 position either Clergy or Lay | 3 year term

Standing Committee: 2 positions: One Lay and One Clergy | both 4-year terms

As stated in Canon 16.1.1.4 regarding the Board of Trustees, "Of the elected and appointed members it is a goal that five shall be members of the clergy and that ten shall be members of the laity." Therefore, lay nominations are encouraged for these Board of Trustee positions.

Nominee Information:

Name: _____ Please mark one: Clergy ☐ Lay ☐

Phone: _____ Email: _____
Please include area code

Congregation: _____ City of Congregation: _____

The nominee has consented to be nominated for the following office: _____

The nominee is now an incumbent of said office (please mark one): Yes ☐ No ☐

Nominated by:

Print Name: _____ Please mark one: Clergy ☐ Lay ☐

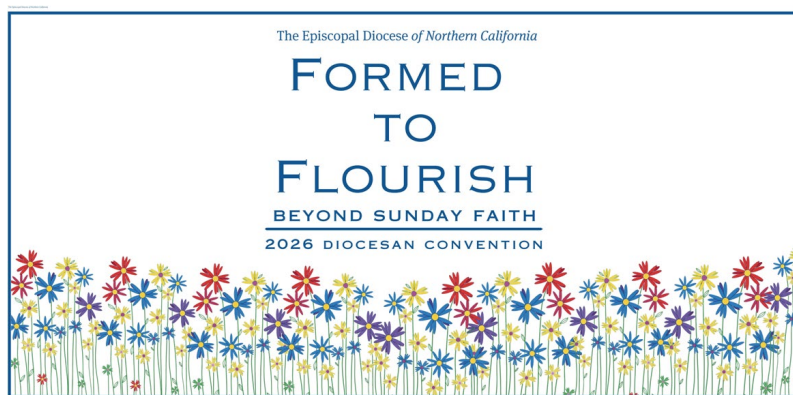
Signature: _____ Date: _____

Congregation: _____ City of Congregation: _____

Nominations may be made from the floor of Convention when called for by the President of Convention. Names of those nominated from the floor will be placed on the ballot below those nominated prior to the opening of Convention.

The Remaining Section of the Nomination Form Must Be Completed By the Nominee:

Please write a short biography about yourself including diocesan level offices held presently or previously.
Please write in complete sentences (**limit 250 words**):



Instructions for Proposing Resolutions to Convention

INTRODUCTION

The Episcopal Diocese of Northern California employs the formal use of resolutions to identify, record, and respond to issues of importance, to conduct its work, and to take action according to the will of the Diocesan Convention. The Resolutions and Memorials Committee, in consultation with the Secretary and President of Convention, will prioritize resolutions received by the submission deadline to be presented and acted upon at Convention based on the time available to debate, discuss, and vote on them.

Questions about the resolution submission process may be directed to the Convention Manager at convention@norcalepiscopal.org. Questions will be forwarded to the Chair of the Memorials and Resolutions Committee.

DRAFTING RESOLUTIONS

Proposed Resolutions:

- May be submitted by any clergy or lay delegate to the 2026 Diocesan Convention, to be held in online on October 24, 2026.
- Must be authored by a person, not an organization.
- Will be reviewed by the Resolutions and Memorials Committee for clarity and compliance with the canons.
- May be returned if duplicating an existing resolution, non-compliant with the canons, or not in conformance with the Resolution Instructions in form and/or subject matter (see below).

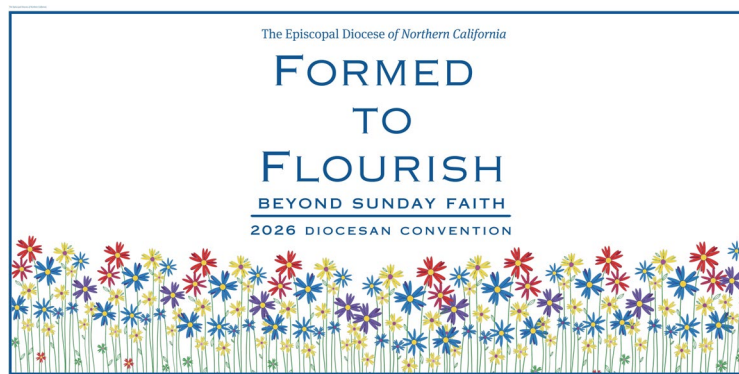
SUBMITTING RESOLUTIONS

Proposed Resolutions:

- [Use this online form for your submission](#)
- Must be submitted by **Monday, August 24, 2026 at 5 pm.**

Accepted Resolutions:

- Proposers of resolutions accepted for presentation at Convention will be notified by email within a week after the submission deadline.
- Proposers of resolutions are strongly encouraged to submit a 2-3 minute long explanatory video by email to convention@norcalepiscopal.org no later than **Monday, August 24, 2026 at 5 pm.** Acceptable formats include MP4, MOV, and AVI.
- Resolution videos will be available on the Convention website, at the Deanery Convocations, and at Convention.



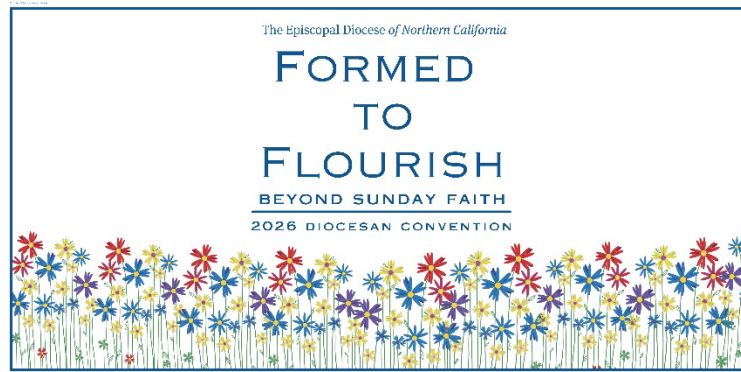
Instructions for Proposing Resolutions to Convention

In the online form, you will provide the following:

- Proposed Title for the Resolution
- Proposer Name(s)
- Presenter Name(s)
- Clergy or Lay
- Contact Information
- Congregation/Location
- Date
- Upload your PDF Resolution
 - Ensure your Resolution includes:
 - Resolution Text
 - Explanation of Resolution
 - Fiscal Impact

When writing your proposed resolution:

- A “whereas clause” is not used. Reasons and justifications for resolutions are included in the Explanation following the resolution; the vote is taken only on the substance of the resolution (not the explanation).
- The word “RESOLVED” is capitalized and underlined, and is followed by a comma and the word “That” which is capitalized. Each resolving paragraph may end with a period or with a semicolon and the words “and be it further.” Note: “Therefore be it” and “and be it further” end a clause. They are not used at the beginning of a “RESOLVED” clause.
- A resolution shall be about a single subject (for example, “Apportionment”), but may have multiple RESOLVED clauses. Each “RESOLVED” clause describes a single point within the larger subject.
- Explanation of Resolution: The Explanation shall clearly and succinctly set forth the reasons for the proposed action called for in the resolution.
- Fiscal Impact: All resolutions shall have an estimate of the financial impact on diocesan organizations or congregations, as applicable, and identify the source of funding. If there is no fiscal impact, it shall be clearly stated.
- Resolutions of courtesy, which are written to be read aloud, may have “whereas clauses” and shall not include an explanation following the resolution.
- See sample Resolution provided



When writing your proposed resolution to an existing Canon or Constitution:

Besides the above, any edits (deletions or proposed changes) must include:

- Deletions of text must be crossed out
- Proposed changes must be underlined
- Edits must be shown in **red** ink
- See sample Canon Resolution provided

Timing of changes to Canons or Constitution:

- Canons may be altered or amended by an affirmative vote of the majority voting at Diocesan Convention.
- For Constitutions, a proposed amendment shall be considered at the Convention and if approved by a majority (50% + 1) vote, shall lie over until the next annual Convention. If again approved by two-thirds of each order voting separately and by the Bishop, the amendment shall be adopted and shall be in force from the date of adoption unless some future date is specified in the amendment.



The Episcopal Diocese of Northern California

Instructions for Proposing Resolutions to Convention

SAMPLE RESOLUTION

TITLE: PETITION TO THE 80TH GENERAL CONVENTION ADDING HOWARD THURMAN TO THE EPISCOPAL CHURCH COMMEMORATIONS CALENDAR

PROPOSED BY: The Rev. Jim Richardson, Trinity Episcopal Cathedral, Sacramento

DATE SUBMITTED: July 20, 2025

RESOLUTION:

RESOLVED, That this 115th Convention of the Diocese of Northern California adopts the following resolution and hereby directs the Secretary of this Convention to forward this resolution to the Secretary of General Convention of The Episcopal Church as a duly authorized resolution from this Diocese; and be it further

RESOLVED, That the Diocese of Northern California requests that 80th General Convention designate April 10 in *A Great Cloud of Witnesses: A Calendar of Commemorations* as the annual celebration of the life and work of Howard W. Thurman, pastor, educator, theologian, and civil rights leader.

EXPLANATION:

This resolution petitions the next General Convention, scheduled for July 2022 in Baltimore, to add Howard Thurman to the calendar of commemorations on the date of his death (April 10) in the supplemental resource to Lesser Feasts and Fasts entitled *A Great Cloud of Witnesses: A Calendar of Commemorations*, with appropriate readings and collects. Approval of this resolution would require our diocese file a "C" resolution (designating a diocesan sponsored proposal) for consideration by General Convention, which meets only every three years.

Background:

Howard Washington Thurman (Nov. 18, 1899 – April 10, 1981), had an enormous influence on the civil rights movement and its leaders. Born in Florida, Thurman was educated at Morehouse College and ordained a Baptist pastor. He was appointed as the first Black chaplain of Marsh Chapel at Boston University which today has a center bearing his name.

Ebony magazine once called Thurman one of the fifty most important figures in African American history. In the 1950s, *Life* magazine ranked Thurman among the twelve most important religious leaders in the United States. In recent years there has been a resurgence of interest in Thurman's life and work. Thurman's books have been used in the Sacred Ground program in the Episcopal Church and as supplemental reading in the Education for Ministry program. His speeches, articles and books have been the topic of recent seminars, webinars and retreats.

FISCAL IMPACT: None.



The Episcopal Diocese of Northern California

Instructions for Proposing Resolutions to Convention

SAMPLE RESOLUTION TO AN EXISTING CANON OR CONSTITUTION.

TITLE: Budget and Mission Apportionment

PROPOSED BY: John Nykamp, Diocesan Treasurer

REPRESENTATIVE AT CONVENTION: John Nykamp, Diocesan Treasurer

DATE SUBMITTED: September 4, 2024

RESOLUTION:

RESOLVED, That Canon 50 of the Canons is hereby amended to read as follows:

CANON 50

Budget and Mission Apportionment

Sec. 50.1. Budget. ~~Effective December 1, 2012, t~~The Board of Trustees shall present to every annual Convention of the Diocese an estimate of probable income and expenses for the current fiscal year and probable assessable income and expenses for the next fiscal year.

~~**Sec. 50.2.** The Board of Trustees shall present to Convention its estimate of expense for the current fiscal year and its estimate of expenses for the next fiscal year.~~

Sec. 50.32. ~~Effective January 1, 2010,~~ Mission Apportionment will be calculated as a percentage of Net Disposable Income (N.D.I.) defined as operating income less outreach and capital expenditures, creative staff expenditures (as defined below), and other deductions as defined in the instructions for the treasurer's monthly report. ~~The Mission Apportionment calculation will be based on a system of at least three tiers created by the Board of Trustees. The Board of Trustees will determine annually the percentage of Mission Apportionment for each tier.~~

~~Commencing January 1, 2020, N.D.I. shall be defined as operating income less outreach and capital expenditures and creative staff expenditures.~~ Creative staff expenditures are those by which personnel expenditures are increased ~~by expenditures~~ for new staff positions ~~newly~~ created ~~to be filled between January 1, 2020 and December 31, 2023,~~ to perform a function not previously performed by a paid staff position; however, creative staff expenditures shall be reduced by salary savings resulting from vacancies in, or the elimination of, other paid staff positions. A deduction for creative staff expenditures shall be available for only the first three years of ~~the function not previously performed by a paid staff~~ expenditures for the new position. The approval of the Board of Trustees shall be required for the classification of an expense as a creative staff expenditure.

The Mission Apportionment calculation will be based on a system of at least three tiers created by the Board of Trustees. The Board of Trustees will determine annually the percentage of Mission Apportionment for each tier. The Trustees may not set the percentage above 10% on the first \$60,000 of N.D.I., nor above 17.5% on N.D.I. over \$60,000 up to \$120,000, nor above 25% above \$120,000, without approval of Convention.

A parish or mission in financial difficulty may apply to the Board for assistance in paying its Mission Apportionment. Such applications must be made on an annual basis and must include a completed audit by a diocesan auditor or audit committee.

Sec. 50.43. Mission Apportionment is to be paid by each parish and mission monthly based upon the preceding month's N.D.I.

EXPLANATION. This resolution updates the Diocesan Canon regarding budget and mission apportionment for clarity on budget and mission apportionment. It also removes past dates for submitting creative staff expenditures thus allowing the submission of a creative staff expenditures as an option under mission apportionment without submission dates.

This Resolution proposes a canon amendment. As such it must be adopted by a majority vote by Convention.

FISCAL IMPACT: There is no anticipated fiscal impact.



Board of Trustees

The Role of a Trustee

A member of the Board of Trustees shall be a confirmed member of The Episcopal Church, resident in The Episcopal Diocese of Northern California, and a communicant in good standing of a congregation of The Episcopal Diocese of Northern California.

Trustees will:

- *Through a Mutual Ministry process with the Bishop, help set goals for the diocese and periodically evaluate progress toward goals.
- *Help develop Diocesan Policy and Strategy in support of mission priorities and operations priorities established by Diocesan Convention.
- *Contribute to Strategic Planning for the diocese, looking ahead and helping develop policy options to meet changing circumstances.
- *Help oversee Diocesan Finance and Administration in support of mission priorities, including the development and adoption of the annual operating budget of the diocese.
- *Serve as Directors of the Diocesan Corporation, the civil legal face of the diocese, with duties set forth in State law, the Articles of Incorporation and the Bylaws of the Corporation, and in acts of Convention.
- *Help oversee Diocesan Property and Development in support of mission priorities.
 - The Diocesan Corporation is the owner of all of the assets of the diocese, including all real property, funds and other assets of the Missions in the diocese, with rights and responsibilities of such ownership.
 - The Trustees shall use diligence to increase the principal funds of the endowments of the diocese.

Trustees may expect monthly meetings augmented by the diocese's communications network. They may be invited to work on subcommittees. They are asked to participate in a planning retreat, in January each year.

Member Expectations

- o Pray for and actively support the mission of the diocese
- o Attend meeting, planning meetings and/or committee meetings
- o Comply with applicable canons, laws, policies and code of ethics
- o Accept the legal duties of loyalty and care while serving
- o Believe that all power rests with the full Board or Council, not individual members
- o Share wisdom and insights to help the Board and Council make good decisions and policy
- o Prepare well for all meetings
- o Be an advocate for programs and decisions
- o Seek opportunities to expand knowledge of the diocese
- o Regularly self-evaluate personal performance and determine need for improvement
- o Maintain confidentiality when necessary

CANON 16

Diocesan Council, also known as Board of Trustees

16.1. Creation. There shall be a Board of Trustees (“Trustees”) which shall be composed of the Bishop, who shall serve as President, seven elected deanery members, three appointed members, five elected at large members, the Chancellor, and the Treasurer of the Diocese. Unless serving as elected members, the Deans of the Deaneries shall be associate members without vote.

16.1.1. Selection. Elected and appointed members shall be selected as follows:

16.1.1.1. Elected Deanery Members. The elected deanery members shall be elected at Convention by a caucus of the convention delegates from the deanery they represent.

16.1.1.2. Appointed Members. The appointed members shall be appointed by the Bishop or the Ecclesiastical Authority if there is no Diocesan Bishop. The appointments shall be made before December 1 of each year.

16.1.1.3. Elected At Large Members. The elected at large members shall be elected by Convention.

16.1.1.4 Clergy and Lay Members. Of the elected and appointed members it is a goal that five shall be members of the clergy and that ten shall be members of the laity.

16.1.2. Terms. Each elected or appointed member shall serve a three-year term, each term to begin on the December 1 following election or appointment. No elected or appointed member may serve more than two successive three year terms without an intervening lapse of at least one year.

16.1.3. Qualifications. Subject to the provisions of Canon 23, a member of the Trustees shall be a confirmed member of The Episcopal Church, resident in the Episcopal Diocese of Northern California, and a communicant in good standing of a congregation of the Episcopal Diocese of Northern California. The elected deanery members shall be communicants in good standing of a congregation located in the deanery that they represent; or they shall be clergy associated with such a congregation; or they shall be the Dean of the deanery they represent.

16.1.4. Vacancies. The Board of Trustees shall have the power to fill vacancies in the elected membership of the Board until the next annual Convention. Convention or caucus (whichever is appropriate) shall then elect a member to serve for the remaining unexpired term. The Bishop, or the Ecclesiastical Authority if there is no Diocesan Bishop, shall fill vacancies in the appointed membership by appointment for the remainder of the unexpired term.

16.1.5. Quorum. A majority of the members serving shall constitute a quorum.
16.2. Duties. The duties of the Trustees are as follow.

16.2.1. Policy and Strategy. The Trustees shall develop Diocesan policy and strategy in support of mission priorities and operations priorities established by Convention.

16.2.2. Strategic Planning. The Trustees shall act as strategic planner, looking ahead and developing policy options to meet changing circumstances.

16.2.3. Finance and Administration. The Trustees shall oversee finance and administration in support of mission priorities.

16.2.3.1. Department of Finance. The Trustees shall serve as the Department of Finance of the Diocese, as provided by the Canons of The Episcopal Church.

16.2.4. Property. The Trustees shall oversee property and development in support of mission priorities.

16.2.4.2. Assets. The Diocesan Corporation shall be the owner of all of the assets of the Diocese, including all real property, funds and other assets of the Missions in the Diocese, with rights and responsibilities of such ownership.

16.2.4.3. Endowments. The Trustees shall use diligence to increase the principal funds of the endowments of the Diocese.

16.2.5. Diocesan Corporation. The Trustees shall serve as the Board of Directors of the Diocesan Corporation, and their duties shall be those set forth in state law for directors of such a corporation, in the Articles of Incorporation and the Bylaws of the Corporation, or in acts of Convention. Any reference to the “Corporation” in the Constitution, Canons, Resolutions, or policies of the Diocese shall be deemed to refer to the Trustees.

16.3. Authority. Authority, whether delegated to the Trustees by Canons or by resolution of the Convention, or otherwise, shall belong to the Board of Trustees as a whole. The Trustees may create organizational substructures from their membership and others and may assign to its organizational substructures, by resolution or bylaw, such powers and responsibilities as it is able, and sees fit to assign. A permanent or irrevocable grant of powers to any such substructure is not authorized. Duties imposed upon and authority delegated to the former Board of Directors shall be deemed to be delegated to the Trustees.



Standing Committee

The Role of a Committee Member

A member of the Standing Committee (SC) shall be a confirmed member of The Episcopal Church, resident in The Episcopal Diocese of Northern California, and a communicant in good standing of a congregation of The Episcopal Diocese of Northern California.

There are eight positions on the SC, four clergy and four lay. All member terms are for four years. Diocesan Convention elects two members each year in November, one clergy and one lay. The standard diocesan process for applying to be elected is announced in June each year by the Office of the Bishop. The president and secretary are elected at the November meeting after Convention. The Constitution specifies how to fill a midterm vacancy. The president will produce and distribute the agenda a week before each meeting. The secretary will record the minutes and the president will distribute the document before or with the following month's agenda. A list of members' names are located on the diocesan website under Governance.

Members may expect to attend monthly meetings, augmented by the diocese's communications network. Meetings are customarily held on the third Friday morning of each month. Members may be invited to work on subcommittees. The bishop customarily attends SC meetings unless away at House of Bishops' meetings or on other necessary absences.

The Standing Committee:

Serves as the Bishop's Council of Advice, meeting on request of the Bishop or on the Committee's own accord;

Acts in matters such as recognizing new missions and missions becoming parishes, consenting to alienation or hypothecation of congregational or institutional property, consulting upon differences between a rector and vestry, approving the progress of individuals through the process for ordination to the diaconate or priesthood, approving the release and removal of individuals from the ordained ministry, consenting to the deconsecration of churches, and, consenting, along with other standing committees (consent of a majority of standing committees being required), to the election of bishops of other dioceses or filling a vacancy in the office of presiding bishop;

Serves as Ecclesiastical Authority for the exercise of specified episcopal functions when no bishop is authorized to act by reason of vacancy in office, bishop's absence from the diocese for more than six months, request of the bishop, or bishop's incapacity or suspension.

Acts according to the Constitution and Canons of The Episcopal Church.

What SC does by custom in this diocese:

Discernment: The Diocesan Commission on Ministry (DCOM) holds two or more discernment weekends with ordination nominees each year. SC members are invited and expected to participate actively. The Ordination Process Coordinator of the Office of the Bishop works with the DCOM co-chairs and the SC president to facilitate the documentation of ordinands and their interviews.

Interface with Board of Trustees (BOT): The BOT holds a planning retreat in January of each year. The Standing Committee attends with full participation.



Duties of a General Convention Deputy

Election Term

General Convention deputies and alternates are elected by Diocesan Convention every three years and serve until the next diocesan election. General Convention deputies, along with bishops, participate in the governance and discernment of The Episcopal Church through activities before, during, and after the General Convention for which they are elected. By tradition, L1 and C1 serve as Deputation co-chairs.

Alternates Fully Participate

All deputation members, including all alternates, are expected to participate fully in the work before and after General Convention. Changes in status, residence, employment and the desire to continuously raise up and train leaders prompts the full participation of alternates so that they are able to step into the role of deputy effectively, as needed.

Before General Convention

About 6 months prior to General Convention, the deputation meets monthly in person or by electronic means at times and places convenient to the members. Deputation members summarize reports and proposed resolutions from Task Forces and Committees, Commissions, Agencies, and Boards (CCABs) of The Episcopal Church. The deputation may choose to offer pre-GC Listening Sessions. Some deputies may be appointed by the President of the House of Deputies to serve on a committee during Convention.

During General Convention

The 82nd General Convention of The Episcopal Church will be held in Phoenix during June/July 2025. Deputies and alternates are expected to give full and prayerful attention to all matters that will come before Convention. Responsibilities of the House of Deputies with the House of Bishops include adopting legislation of concern to the Church; amending the Book of Common Prayer, the Constitution, or the Canons of the Church; adopting a triennial budget for The Episcopal Church; and electing candidates to offices and committees for the upcoming triennium. Deputies and Alternates should be present on the House of Deputies floor to listen to debate, vote, and track the progress of legislation. Each deputy votes his/her conscience. Everyone is encouraged to post to the Deputation Blog and expected to participate in evening deputation meetings.

After General Convention

After General Convention, the deputation or some members and the bishop provide Reporting Sessions to the diocese and at the Diocesan Convention. Some deputies or alternates may report to congregations or convocations. The General Convention also refers a number of its passed resolutions to dioceses and congregations, and the deputation takes some responsibility for discussing and tracking these resolutions, including preparing appropriate resolutions for Diocesan Convention.

Time Commitment

To be a faithful and effective deputation member, the time commitment is substantial. The rewards of participation are immense. As ministers in Christ's church, we are called to participate and take our place in the councils of the church in accordance with our individual gifts and calling. A combination of interest and passion in the governance and future of the church as both Body of Christ and institution are necessary.

Expect at least five pre-convention deputation meetings, several pre-convention Listening Sessions, possible convention committee appointment, 8 to 10 long days at convention, several post-convention reporting sessions and post-convention planning meetings.