

How did we get to the 4th of July so fast!

I hope each of you can take a little time over the next couple of months of summer and catch your breath and find some time for relaxation. I really do appreciate each one of you and I'm happy to be here serving our Diocese!

As you start a new week, or if you don't see this until later, I want to encourage you to do this spiritual and mental exercise all summer long.

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*As you get out of bed in the morning, be aware of My Presence with you. You may not be thinking clearly yet, but I AM.*

*Invite Me into your thoughts by whispering My Name. You will gain confidence through knowing that I am with you. You face **nothing** alone.*

*It is this you-and-I-together factor that gives you confidence to face the day with grateful actions.  
 -Jesus Calling*

*In the morning You will hear my voice; in the morning I will plead before you and wait.  
 Psalm 5:4*

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## Local Administrators

I want to encourage those who are administrators of the VIRTUS website to set aside some time, even if it's an hour here and there and begin to clean up your VIRTUS list of volunteers in your parish/school.

As I visit parishes and schools, I quite often show the administrator how to run a Master List of all the volunteers listed in "your" parish/school. The list of volunteers is typically very long in the VIRTUS database. When we start to go over names, I most often hear, "this person has not been a part of our parish/school for years." Then the clean up begins.

Most importantly, do not EVER delete an account. Simply make the account Inactive if you are the ONLY parish listed. If there are other parishes or schools listed, only "uncheck" your parish/school name and save. This will prevent the name from showing up on your master list.

If you would like screen shots on how to do this, just let me know and I am happy to send to you.

**tip** If an employee's background check is processed by the employee when they register on VIRTUS, how is the parish notified if there is a hit? Does the parish still need to run an ICHAT?

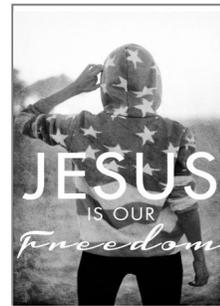
I keep a watch on the backgrounds that are processed when an employee processes their own through the registration process at VIRTUS. You will be notified if something comes back and I will call your Pastor to discuss. You do not need to run an ICHAT.

**tip** Please look for three things before allowing someone to volunteer.

1. VIRTUS trained.
2. Code of Conduct on file.
3. Criminal Background Check on file (within the last 5 years)

If all three are not found, they are not compliant by Diocesan Policy.

## Safe Environment Newsletter



Continuing with the CYP survey results.

**Q-3 I am confident that the employees and volunteers know when and how to contact our diocesan Victim Assistance Coordinator if they are faced with an allegation of sexual abuse of a minor by a church employee/volunteer.**

**Yes, they know how to do this 45%**

**Not really sure they know how to 55%**

The Victim's Assistance Coordinator (VAC) is Cheryl Williams-Hecksel at 1-888-308-6252. There are several places that anyone should be able to find the number.

In every school and parish's high traffic areas there should be posters (see three next pages).

Each person who takes a Protecting God's Children live session should be given an informational pamphlet that is titled Protecting God's Children. The VAC contact information is in there. Let me know if you would like some for your parish/school.

The VAC contact information can be found on the Diocese of Lansing website.

I would like to encourage you to talk to your pastor about periodically putting this parish bulletin:

*If you have been abused or victimized by someone representing the Catholic Church ...*

*Please believe in the possibility for hope and help and healing. We encourage you to come forward and speak out. Every diocese in the United States now has a **Victim Assistance Coordinator** who is available to obtain support for your needs, to help make a formal complaint of abuse to the diocese, and to arrange a personal meeting with the bishop or his representative if you desire.*

The **Victim Assistance Coordinator** for the Diocese of Lansing is: **Cheryl Williams-Hecksel, LMSW**  
**1-888-308-6252**  
[cwilliamshecksel@dioceseoflansing.org](mailto:cwilliamshecksel@dioceseoflansing.org)