



Catholic Diocese of Sioux Falls
Office of the Bishop

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MEMO

To: Clergy, Diocesan Staff and Safe Environment Coordinators
From: Most Reverend Donald E. DeGrood, Bishop of Sioux Falls +DED
RE: Interim Plan for Delegation of Safe Environment Duties
Date: January 20, 2023

As you are aware, Matt Althoff's last day of serving as Chancellor of the Diocese of Sioux Falls is January 20. Part of the significant responsibilities of a Chancellor pertain to overseeing the effective implementation of the Safe Environment Policy of the Diocese. Until a new Chancellor can be hired, I have delegated the following duties and responsibilities on an interim basis as follows:

- 1) Pursuant to diocesan policy ***Sexual Misconduct by Clergy and Lay Ministers of the Church: Norms for Responding***, the chancellor's duties to ensure compliance with external reporting, internal reporting, and consultation with diocesan legal counsel, will be performed as needed by the Chief of Staff, Chris Motz. (3.1, p.5) Moreover, the chancellor's duty to select outside investigators will be performed as needed by the Chris Motz. (3.1, p.7) Additionally, pursuant to the ***Clergy Review Board Operational Guidelines***, the chancellor's duty to coordinate Clergy Review Board (CRB) agenda with CRB chair, will be performed by Chris Motz. (3.2, p.6)
- 2) Pursuant to diocesan policy ***Sexual Misconduct by Clergy and Lay Ministers of the Church: Norms for Responding***, the chancellor's duties to ensure compliance with Canon Law, will be performed as needed by the Vicar for Lay and Clergy Formation, Fr. Scott Traynor, JCL. (3.1, p.6)
- 3) Pursuant to diocesan ***Background Check Policy***, the chancellor's duties to review background checks and assess suitability in conjunction with the Safe Environment Coordinator, will be performed by the Human Resources Director, Twila Roman. (2.3, p.3)
- 4) Pursuant to diocesan ***Background Check Policy***, the chancellor's duties as final decision maker on suitability for employment following background review, will be performed by the Vicar General, Fr. Andrew Young. (2.3, p.3) Moreover, pursuant to diocesan ***Policy on Visiting Clergy***, the chancellor's duties to issue letters of suitability for visiting clergy and to oversee the visiting clergy review process, will be assigned to Vicar General, Fr. Andrew Young. (2.4, pp.1-2)