



# **Purposes and Procedures of the Review Board for the Protection of Children and Young People The Eparchy of Saint Maron of Brooklyn**

## **1. Membership**

1.1 The Review Board (Board) shall be comprised of no less than five members in full communion with the Church. The members of the Board are appointed by the Eparchial Bishop. The Eparchial Bishop may add additional members. The majority of the Review Board shall be laypersons not in the employ of the Eparchy. Membership of the Board will be composed of:

- A person with particular expertise in the treatment of sexual abuse of minors;
- A parent;
- A parish pastor/administrator;
- An attorney;
- An individual with investigative experience.

1.2 Appointments shall be for terms of five years, which can be renewed by the Eparchial Bishop and shall continue until a successor is appointed. An appointment can be terminated at the will of the Eparchial Bishop.

1.3 The Board shall elect from its membership one member to serve as Chair, one member to serve as Vice-Chair, and one member to serve as Secretary; each for a term of three years. Elections shall be held when necessary at the annual meeting of the Board. The office will take effect immediately following the meeting.

1.4 The Chair of the Board, or the Vice-Chair in the Chair's absence, shall preside at meetings of the Board.

1.5 The Secretary of the Board shall be responsible for preparing the agenda for each board meeting, taking minutes (when appropriate), and performing the written actions of the board.

1.6 The Vicar General and Eparchial Attorney may attend meetings of the Board but do not sit as members of the Board. Both the Vicar General and Eparchial Attorney may advise the Board on questions of canon/civil law and other matters.

1.7 The Eparchial Bishop may choose to invite experts, chancery staff, and others he deems fit to attend the annual meeting of the Board. These guests do not sit as members of the Board and do not join in the assessments and opinions of the board. With the exception of the Promotor of Justice, guests are not to attend meetings outside

of the annual meeting.

## **2. Functions**

2.1 The Board is an independent, confidential, consultative body to the Eparchial Bishop and in such capacity shall advise the Eparchial Bishop in his assessment of allegations of sexual abuse of minors by a priest, deacon, sub-deacon, seminarian, religious, employee or volunteer and in his determination of the fitness for continued ministry and/or continued employment of any such persons alleged to be or have been involved in sexual abuse. The Board may review and give advice to the Bishop on all aspects of these cases, both retroactively and prospectively.

2.2 The Board shall annually review the Eparchial policies, programs, and procedures for dealing with sexual abuse of minors.

## **3. Meetings**

3.1 The Board shall call an annual meeting to review Eparchial policies, programs, and procedures. Attendance can be in person, telephonically, or by the use of another electronic device. Proxies are not permitted for Review Board meetings.

3.2 The Board shall meet as soon as practicable after receiving notice from the Eparchial Bishop of an allegation of sexual abuse of a minor.

3.3 The Chair of the Board or a majority of the Board may schedule further meetings as often as necessary to perform its duties.

3.4 The Chair shall schedule, in consultation with the Eparchial Bishop, and give effective notice of any meeting of the Board.

## **4. Procedures**

4.1 Additional Procedures: The Board may develop and adopt additional procedures to implement these *Purposes and Procedures* and carry out its duties so long as they are consistent with the provisions and intent of these *Purposes and Procedures*. Additional changes are subject to the approval of the Eparchial Bishop

4.2 Quorum: A majority of the Board members shall constitute a quorum and the concurrence of the majority of Board Members shall be necessary for any determination or recommendation of the Board.

4.3 Canon Law: In every case, the processes provided in canon law must be observed and its various provisions considered.


## 5. Confidentiality

All deliberations of the Board shall remain confidential in order to respect the dignity of the persons involved. All information received by the board shall be considered confidential and shall not be revealed except to the Eparchial Bishop, Vicar General, and Eparchial Attorney unless compelled to do so by law. If it has been determined that a member has breached confidentiality, it shall constitute grounds for immediate dismissal of the member.

## 6. Amendment:

These *Purposes and Procedures* can be amended by a vote of three quarters of the Board and with the approval of the Eparchial Bishop.

Approved by:

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Most Reverend Gregory John Mansour  
Bishop of St. Maron of Brooklyn

March 14, 2022