

DIOCESE OF KNOXVILLE



DIOCESAN REVIEW BOARD BYLAWS

1.0 Composition of Board

The Diocese of Knoxville will have a review board (of at least five persons of outstanding integrity and good judgment and in full communion with the Church) the majority of whose members will be lay persons not in the employ of the diocese. The members of the review board should represent a broad cross section of the Diocese in terms of both geography and expertise. At least one member will be a priest who is an experienced and respected pastor of the diocese, and at least one member should have particular expertise in the treatment of sexual abuse of minors. The term of appointment will be for five years, which can be renewed. All review board members will undergo a background check in accordance with Appendix F of Diocese of Knoxville Sexual Misconduct Policy and will attend the Diocesan Safe Environment training program on *CMG Connect Safe Haven*. The Bishop may appoint one member of the review board to serve as Chair to coordinate meeting times and agendas, facilitate communications with board members, and assist in other administrative details. (cf. *USCCB Essential Norms*, #5).

Term of Office

The members will be appointed for a term of five years, which may be renewed for additional terms (cf. *USCCB Essential Norms*, #5).

Meetings

The Review Board meetings shall be scheduled annually or will occur as often as necessary to perform its duties. The meetings shall reflect the pastoral character of this process that is consultative and advisory, not adjudicative (cf. *USCCB Essential Norms*, #4).

Duties

The Review Board shall have the duty to:

- a. advise the Bishop in his assessment of accusations of sexual abuse of minors and vulnerable persons and in his determination of suitability for ministry of the accused;
- b. review Diocesan policies for responding to accusations of sexual abuse of minors and vulnerable persons;

- c. offer advice on all aspects of these cases, whether retrospectively or prospectively (cf. *USCCB Essential Norms*, #5);
- d. record by audio all review board meetings and see to their safe storage and privacy, this shall be done by the Human Resource director who will be an ex officio member;
- e. ensure the privacy and confidentiality of all proceedings therein, no notes are to be taken by other members of the board and no materials introduced during a meeting shall be allowed to be taken from the place of the meeting;
- f. ensure that no discussion of topics of record be shared with any non-review board member;
- g. to require members to sign a privacy non-disclosure document.

Recommendations


The Review Board shall make recommendations to the Bishop regarding the following:

- a. the credibility of an accusation of sexual abuse of a minor or vulnerable person;
- b. a plan of action for clerics whose conduct does not constitute sexual abuse of a minor or vulnerable person but falls within the parameters of a boundary violation of a minor or vulnerable person;
- c. other recommendations that the Review Board considers beneficial as related to the sexual abuse of a minor or vulnerable person as defined in the *Diocese of Knoxville Policy and Procedures Relating to Sexual Misconduct*.




Promulgated By:


Most Reverend Richard F. Stika
Bishop of Knoxville


Date

Attested By:


Deacon Sean K. Smith
Chancellor


Date

