

District Conference – 2025

Staff Report – Assistant to District Superintendent

As the Assistant to the District Superintendent, I support the District Superintendent in key operational areas, including:

- **Licensing & Ordination:** Ensuring the smooth execution of licensing and ordination processes.
- **Church Advancement & Support:** Driving church initiatives that foster growth and enhancing support systems.
- **Administration & Management:** Overseeing administrative functions and organizational structure.
- **Finance & Accounting:** Managing budgets, financial planning, and accounting operations.

Below are the highlights of my ministry for the first eight months of 2025 and the year 2024. The 2024 data has been incorporated as the 2024 District Conference was held in April 2024.

Resourcing

Church Support

In 2024 and 2025, I actively support churches by assisting them to update their corporate documents, ensure their records meet current regulatory standards, and respond to queries from tax and regulatory authorities. I also assist churches in compiling tax filings and providing clear information on employee benefits, accounting practice and procedures, internal audit, and compliance processes.

Licensing & Ordination

Licensing and Ordination is a structured two-part leadership development system designed to build both the character and competence needed for effective ministry. Licensing is the first milestone. It involves a provisional phase where candidates receive a provisional official worker license for ministry, subject to ongoing requirements. During this provisional period (2 – 3 years), candidates must work towards meeting the consecration and ordination requirements. Upon successful completion of such requirements, a person will receive a consecrated and ordained official worker license. This is C&MA's public acknowledgment of a divine calling. The process goes beyond mere vocational choice and recognizes a profound spiritual commitment. Below is a summary outlining the key achievements over the past two years.

	2025 (8 months)	2024 (Full year)
Accredited	7	18
Licensed	7	12
On Consecration & Ordination Track	66	63
Passed Consecration & Ordination examination	1	7

We extend our sincere gratitude to our dedicated Credentialing Council members for their invaluable guidance during licensing and ordination interviews. Their expertise and commitment have played a crucial role in successfully supporting our ordinands. Credentialing Council members are: Robert Douglas (Chair), Bruce Guckelberg (Clerk), Patrick Blewett, Timothy Brooks, John Brown, Edgar Castro, Stacy Douglas, Patty Herrera, Shanon Lee, and Michael Marczak. We also appreciate the 20+ ordination mentors for their dedicated support to our ordinands, helping them meet the consecration and ordination requirements.

Church Advance

It's estimated that 70% - 80% of U.S. churches need revitalization to reach their full potential. That statistic is concerning, but it doesn't have to define our churches. With the right tools and support, every congregation can embark on a path toward renewed health and growth. The Central Pacific District is dedicated to supporting pastors and churches to overcome these challenges. We focus on practical strategies designed to transform and rejuvenate our communities.

- IDAK MAX – an assessment that helps our pastors to identify their primary traits, interpersonal attributes, and natural talents so that they can effectively lead their congregation. I have completed three IDAK MAX assessments in 2025 (two in 2024).
- Changing Course – a six (6)-month consultation with the pastor(s) and lay leaders so that the plateaued or declining church can return to spiritual health, numeric growth, and kingdom fruitfulness. In 2024, one Changing Course Consultation was successfully completed, demonstrating our commitment to transformative strategies.
- PEAK Assessment – an assessment that measures the vital signs of a church. This provides the opportunity for dialogue and discovery as the church begins to discern God's pathway toward a new future. Two PEAK Assessments will start in the fourth quarter of 2025.
- PEAK Coaching – through seven (7) interactive coaching sessions, it helps position a church to lead transformational discipleship and mission inside and outside the walls of the church. Two PEAK Coaching engagements will start in the fourth quarter of 2025.

Equipping

Equipping pastors and leaders is crucial for the CPD to ensure doctrinal integrity, leadership continuity, regulatory compliance, and effective ministry for healthy growth. As stated in

Ephesians 4:12, we are called “to equip the saints for the work of ministry, for building up the body of Christ.” Instead of merely maintaining programs and ministries, the CPD is committed to developing mature pastors and believers who will carry the church’s mission forward. I have been involved in the following trainings in 2024 and 2025:

- Directed pastoral transition training across four churches in 2025 (three in 2024), equipping church leaders with clear strategies for smooth leadership changes.
- In 2025, our mentor training program successfully prepared two new ordination and consecration mentors, equipping them with the skills and confidence needed to serve effectively. We have over twenty consecration and ordination mentors actively encouraging our ordinands to fulfill the ordination requirements.
- Organized the Ordinand In-Service Retreat for 2025 and 2024, helping our ordinands to complete the ordination requirements in a shorter time.
- Held regulatory updates in the Chinese Churches Association and Cambodian leaders’ meetings in 2025 and 2024, reducing the legal / compliance risks of the local churches.
- Co-led two Internal Audit trainings in 2024, equipping our leaders with knowledge to conduct a church internal audit.
- Trained the internal auditors of three churches in 2024, equipping them with the skills to perform internal audits in the respective local churches.
- Co-led an ordination seminar in 2025 (two in 2024), helping our ordinands to complete the ordination requirements in a shorter time.
- Co-led the Alliance Polity training in 2025 and 2024, providing our new pastors with knowledge of the Alliance organization structure, history, and governance.
- Co-led the Peacemaking Level 1 training in 2025 and 2024, equipping our leaders with the skills and mindset to transform conflict into opportunities for healing and reconciliation.
- Co-led the Application for Being an Applicant Agency training in 2025, equipping our leaders to successfully complete the application process.
- Co-led two Preparing for the Applicant Agency Audit by the California Department of Justice (DOJ) trainings in 2025, preparing our churches to navigate an DOJ audit.
- Co-led three Church Administration and Ministry Management trainings in 2025, equipping our leaders with the practical skills needed to manage a church’s resources, finances, and personnel effectively.



Multiplying

Leaders

- Reached out to eight interested parties in 2025 (nine in 2024) and introduced them to the CPD leadership development pathway. Note: Most of the interested parties I contacted were Chinese. For English-speaking potential candidates, please note that Rick Mann, Director of Leadership Development, is responsible for outreach.
- Guided applicants in the completion of accreditation requirements in 2025 and 2024, shortening the time for the applicants to complete the application process.
- Delivered personalized, hands-on guidance throughout the ordination/consecration process for ordinands in the 2025 and 2024, ensuring they met the requirements with clarity and confidence.

Churches

I shared with you two years ago that God gave me a burden to plant a Chinese church in the Greater Sacramento area as there are over 70,000 Chinese with less than ten Chinese churches. The following are the highlights of this church planting initiative:

- Formed a core group of seven and started a weekly prayer meeting in February 2025.
- Organized and participated in a series of prayer walk / drive to cover a good portion of the city of Elk Grove.
- Partnered with another Hmong church plant and participated in a community festival in Elk Grove on June 21, 2025. We met people confirming our vision to reach the community through an after-school program and parenting workshops.
- Started an outreach group in a senior living community in the Greenhaven area in August 2025.



Thank you to our district delegates for granting me the opportunity to serve this community with dedication.

Shanon Lee