



Local Administrators

A few weeks back MSP offered a day long seminar on safety in Worship Spaces. An invitation was sent to all Business Office Administrators as well, inviting them to attend. There is now a no cost seminar that is being offered and will be held in two locations, Hastings and the Detroit area. It appears this seminar gives practical advice for churches and many safety and medical related training. This is not mandatory for your parish just an invitation if interested. A best practice is to contact your local law enforcement and invite them to your parish and spend time talking about the physical surrounding and how you can improve any areas of concern. A good start is to keep a binder of emergency numbers as well as hospital numbers on **and** off site and easily accessible. Please include your pastor in the initial conversation so he can partner in areas where time allows.



Opt out forms for the Safe Sheep and Called to Protect (Praesidium) training programs are on the Diocese of Lansing website (English and Spanish). Please be sure that any parent opting their child out of one of these trainings completes that Opt Out Form and returns the form to whoever the designated person is at your location. A copy of those forms is required to be on file in the Child and Youth Protection office at the Diocese. Please mail to Reba Sommer 228 N. Walnut St. Lansing MI 48933



School Principals and LASOs, MSP is relying on you to let them know if you see something in the new CHRISS system that is confusing or doesn't seem quite right. If enough feedback is given to them, they will look into the issue. It is the only way they know if their system is working for you. You can call or email them.

MSP-CJIC-ATS@Michigan.gov or 517-284-3022



Please take some time to walk through your parish/school and be very mindful of any areas that could be a potential safety concern. Our commitment to safe spaces are for minors AND adults in all of our locations. Windows must be installed on ALL office and classroom doors, out of the way meeting spaces of any kind should be revisited. Accordion doors used for classrooms must be addressed. If you have any concerns or questions please call or ask me to come and we can look at your areas together.



I have created some how to videos in VIRTUS. They are quick tips on **How To Create A Master List, Remove Names From Your List, What Does Awaiting Approval Mean and How To Document a Background.** The videos are inspired by the questions that I most frequently get from you. If you care to view them send me a quick email and I will email them to you. If you think of other areas that might be helpful please let me know.

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