



**LIVING**  
*Love*

The Atlantic District LC-MS  
 61st Regular Convention

# Section Four: Task Force Reports

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# ATLANTIC DISTRICT TASK FORCE DESCRIPTIONS

The Atlantic District currently has 9 Task Forces working to Engage the World with the Gospel of Hope throughout the district. The last 4 years have been an incredibly challenging time. Each of these task forces has dealt with the upheaval of our world.

All of our task forces are opportunities for people to be involved in assisting our congregations in supporting the work of mission and ministry. Below is a short description of each Task Force.

Atlantic District Task Forces exist to support and encourage the ongoing mission and ministry of the Atlantic District. They are the backbone of the work that is done on behalf of the District. Task Forces by nature of their name are created to do tasks.

## **Atlantic District Task Force 1 Missions**

Task Force 1 – Missions exists to be an advocate for existing new starts/ new ministries in the Atlantic District. They work with District Missionaries and all mission minded people to encourage, equip and empower all members of the Atlantic District in reaching out with the Gospel.

## **Atlantic District Task Force 2 Congregational Revitalization and Leadership Development**

Task Force 2 – Congregational Revitalization & Leadership Development focuses on assisting pastors and congregations becoming more focused on engaging unchurched and dechurched people with the Gospel of Hope.

## **Atlantic District Task Force 3 Parish Support and Financial Management**

Task Force 3 – Parish Support and Financial Management focuses on developing and assisting the District and congregations in stewardship, financial management, and accounting practices.

## **Atlantic District Task Force 4 Education**

Task Force 4 – Education exists to support Education ministries as they seek to grow and increase their outreach in sharing the love of Jesus. This includes assisting congregational education of all ages and Lutheran Schools.

## **Atlantic District Task Force 5 Youth**

Task Force 5 – Youth seeks to give support and training to the ordained, commissioned and laity in youth ministry through training and the planning of district youth gatherings.

## **Atlantic District Task Force 6 Communications**

Task Force 6 – Communications fosters effective communications between entities in the district through



the AD Website, AD Social Media, email and print communication. It strives to be available to assist congregations with web site design, social media presence, marketing skills and commonly used church software. They provide opportunities to learn best practices and evaluation.

### **Atlantic District Task Force 7 Health and Human Care**

Task Force 7 – Health and Human Care seeks to give support and care of ministerial families; parish families; and Chaplains. They are resources to local congregations in developing health ministries. They also provide opportunities to encourage and support church worker families.

### **Atlantic District Task Force 8 Disaster Response**

Task Force 8 – Disaster Response exists to train congregations in preparing, responding and ministering to victims of localized disasters (such as floods, fires, tornadoes, hurricanes, etc...), to provide expert assistance, resources and guidance to congregations actively ministering to communities at the time of disasters through the Atlantic District and the LCMS, and to assist congregations as necessary to recover following localized disasters.

### **Atlantic District Task Force 9 Evangelism**

Task Force 9 – Evangelism exists to develop, support, encourage the members of the Atlantic District in Engaging the World with the Gospel of Hope. The task force works to identify opportunities and ways to build confidence of individuals in Engaging the World around them by building relationships through conversation and acts of service.



# TASK FORCE 1: MISSIONS

61st Regular Convention of the Atlantic District July 22-23, 2022

“Engaging the World with the Gospel of Hope”

“You will receive power when the Holy Spirit has come upon you, and you will be my witnesses in Jerusalem and in all Judea and Samaria, and to the end of the earth.” (Acts 1:8 ESV)

Our Lord has been blessing our Atlantic District Missions with numerous opportunities to seed, help, assist and oversee various missions in a unique setting. God has uniquely placed us (the Atlantic District) at the cross-roads to ‘engage the world with the Gospel of Hope’ among people of different cultures and languages ceaselessly.

From Fall of 2019 through July 2022 have been an interesting roller coaster ride of things from which we learn and unlearn many things every day. COVID transpired so many things for our missionaries as in with many of our congregational lives. In a way it helped us learn and unlearn so many things and adapt to changes. Between 2020 -2021 here have been exodus of people leaving New York metropolitan area and moved into suburbs or rural areas.

District mission engagement has been a catalyst in assisting congregations and all other district wide entities towards various missional and evangelism engagements. It also engages in new church plants, satellite catechetical communities, starting ethnic specific and specialized ministries within our district judicatory.

Mission work is never an easy task. It has its baggage full of challenges such as: learning to respect a new culture, spending time with new immigrants in their needs, resettlements of asylum and refugees, connecting with right services within the church system and in civil realms, catechizing, understanding gestures, languages, accents, learning style, record keeping, communications, documenting traditions and oral traditions, time management etc. Welcoming spirit, care for the people and compassion plays a vital role. I am so blessed Atlantic District is such a blessing to many new immigrants in our midst!

Our district’s mission endeavors are blessed by the generous support of individuals and congregations. Assistance of District Mission’s fundraising arm – the Atlantic District Mission Society is an asset to our district missions. During this convention, our district missionaries, our church planters, our catechists join me in thanking each and every one of you for your prayers and support all these years.

What have we done in between the last convention in 2018 and this convention in 2022 ?

We helped plant two churches. 43 newly baptized people in all our ministries combined. Most of them are previously adherents of other religions.

1. Sunset Park, Brooklyn – A church plant started through a virtual gathering became a physical church plant in March 2019. We baptized 32 people. 23 adults and 9 children in all! Due to COVID, this gathering could not meet in person since March 2020, but continue to meet virtually. Church planter Lin Yan and his wife Phoebe are leading this ministry. Please continue to pray for the ministry as they grow and flourish and finding ways to restart their in-person gatherings.

2. We helped transition a church plant from W 57th street to become a church plant called “ City to Come”. Rev. Mark Budenholzer has been leading this group through the support of the district missions.



They meet in midtown Manhattan.

## COVID and Missionaries Wellness

We care for our church worker wellness. During COVID as district we could support our missionaries in many ways including awarding them a one-time grant of \$2000 through the LCMS Soldiers of the Cross grant initiative! Most of our missionaries are tentmakers, this was a big support and help to them.

## Immigration Guidance

We guide and direct our congregations who reach out to us with questions and directions for immigration assistance be it a immigrant visa, asylum and refugee support for people connect with them. We guide them to the proper professional services through our network. We have helped a dozen of individuals to find resources through our help and that enabled them to migrate and serve among us. Immigration help as needed. Pastors and congregations reach out to us regarding directions for some immigration situation among their parishioners.

## Raising New Leaders

We help raise new leaders for the future church from our language specific ministries. Presently we have 4 non-residential seminary students ( Vicar Zaza Kanakai ( Liberian) , Vicar Jose Pineda ( Hispanic) , Vicar Henry Chanderdatt (Caribbean) and Vicar Allen Dass ( Regular MDiv Residential,). Mr. Jerry George, Mr Ajil Kumar will be entering EIIT programs in the Fall of 2022.

## Prospective workers in conversation –

A couple from South Africa trying to do evangelism Capitol Region area have been in conversation with us through their pastor as of sending this report.

A couple from Lutheran Church in Philippines have been in conversation to start a ministry among Tagalog speaking population in New York area as of sending this report.

**Rev. James Roy :** On October 17, 2021 United Bengali Lutheran Church of America - a parish of the Atlantic District celebrated their 21st Anniversary of their church. Pastor Roy continue to provide pastoral leadership as a missionary to the Bengali community-at-large. As well as identifying, catechizing and baptizing new believers. During COVID they have adapted to learn their online presence as well street ministry evangelism in Jackson Heights area. Mr. Komal Dev assists in Ozone Park church plant. This group meets at St. Peter's, Brooklyn. Mr. Nathaniel Halder assists in Parkchester area church plant. Each church plants gathers 20 people in each location every week. Pastor Roy oversees this ministry and mentors them.

**Rev. Philip Sawyerene :** Christ Assembly Lutheran, Staten Island, NY– Continuing the ministry here as a mission developer and assists in developing leaders. They have been live streaming their services since COVID and it reaches many people around the country and in west African region. He mentors few leaders and one among them is Vicar Zaza Kandakai who will be completing his requirements for ordination in the coming days.

**Rev. Jean Gardy Cenat:** Haitian outreach based in St. Matthew, Brooklyn. They have been meeting via



zoom and eventually they have been gathering in person as of sending this report. During the tough times of Haitians facing earthquake as well as political instability, Pastor Cenat have been a great support to many of the Haitian families here in New York area as well as to the Lutheran churches in Haiti.

**Catechist Ms. Mimi Wong :** Continue to reach out and network with Chinese community around NY metro area. She has been identifying and supporting catechizing several young families and bringing them to receive baptism. Mimi is a well-known leader among the Chinese Christian community where she networks and bring in so many blessings to the Chinese community-at-large!

### **Queens College Lutheran Campus Ministry**

Since COVID, this ministry is gone 100% virtual until recent changes in Spring 2022. God has been blessing many young students to come to the ministry center at Student Union. As of January 2022, Anna Lutz-Lien who was our campus missionary, moved from New York with a new job. As of writing this report, we are interviewing few candidates. We will be ready to re-group and to welcome new students in the Fall of 2022! Keep it in your prayers.

**Pastor Rajesh Dass :** Continue to engage in reaching out to Hindi communities in Queens area assisting in Hindi Ministry at Immanuel, Whitestone, New York. Since COVID they still gather virtually and occasionally meet in person. Vicar Allen Dass, who is a residential seminarian, is from the Hindi outreach our district has been supporting.

**Evangelist Jerry George :** Is preparing towards EIIT program. He is serving a ministry among homeless people, talking to them, praying with them, gathering them around, playing music for them and guiding them to available services. Since COVID the homeless population is on the rise, he is dedicating his time to serve this community. He is also helping coordinate music lessons for children through that he is trying to reach people.

### **Missionary interns/ Urban / Multi-cultural experience**

We are working with congregations around the country and some small pre-seminary institutions to invite them and experience urban immersion experience and having them visit our missionaries and their congregations to gain knowledge on diversity and how ministry can be done in a complex context like New York! We are expecting mission teams come for servant events from Spring 2023.

“ I do not want to institutionalize what Jesus has done for me; I want to share it”

Dr. Dale Meyer, President Emeritus, Concordia Seminary St. Louis, MO

Respectfully Submitted

Rev. Dr. Johnson E Rethinasamy

Mission Executive, AD-LCMS

Task Force 1 Chair



# TASK FORCE 2

## CONGREGATIONAL REVITALIZATION AND LEADERSHIP DEVELOPMENT

Report to 2022 Atlantic District Convention

### The Need for Revitalization

The churches in the Atlantic District face a number of difficulties as the world changes around us. We often see lower numbers in the pews. Many of our congregations have seen our members age. There is a smaller pool of leaders who are willing to serve. The challenges of how we spend our time and how we serve has placed new demands in the lives of our families.

In the church this has forced us to reevaluate how we can continue to meet the needs of the community around us. Fewer and fewer of our churches seem to be able to continue as they have in the past. As each church enters this new season of life we all must examine ourselves and the ministry which we share. Revitalization is a process that begins by looking within. It is measuring what we do and how we do it. It is measuring our effectiveness in engaging the world and our own members with the Gospel of Hope.

On a scale of 1-5 where would you place your own church? If 1 were a healthy church; 2 a stable church; 3 a declining church; 4 a seriously declining church; and 5 were a dying church where would your church be? As Task Force 2 looks around it seems that more and more of our churches are in need of revitalization.

Perhaps a even more challenging question is how does God measure the health of our congregation? From the seven letters to the seven churches in the Book of Revelation (chapters 2 and 3), we know that Jesus is keenly aware and interested in what transpires in a congregation. And we see that what may look healthy and strong to the human eye may be completely sick and blind in God's eye. And we also see that what may appear sick and oppressed may be rich and glorious from Jesus' perspective.

Task Force 2 believes that each congregation, regardless of its condition, is called:

- to worship joyfully
- to pray fervently
- to study God's word diligently
- to reach out faithfully to its community with the Gospel of hope.

These are the seeds of revitalization of which the Lord can bless and give growth. (This section is repeated from the 2018 Task force Convention Report – The revitalization need has only grown larger over the last four years!)

### The Mission of Task Force 2

**The mission of Task Force 2 is to help leaders and congregations revitalize their congregations by becoming more effective in reaching unchurched and dechurched people with the Gospel of Jesus Christ for the growth of the Kingdom of God.**



**The Great Commission (Matthew 28:18-20) drives our mission. The fact that our congregations are surrounded by thousands of people that need to be brought into the kingdom of God directs our mission.**

Current members of Task Force 2, are: The Rev. Dr. Victor Nelson, Chair, Ms. Susan Stewart, Mr. Thomas Roemke, Dr. David Hahn, Mrs. Carol Mittelstaedt, The Rev. Jim Dorner, The Rev. Erik Johnson, and Bishop Derek Lecakes. The Rev. Matt Schultz was recently called to another district.

**Below is a description of the past, present, and future efforts of Task Force 2 to help leaders and congregations revitalize their congregations by becoming more effective in reaching unchurched and dechurched people with the Gospel of hope.**

### **Festival of Workshops**

Task Force 2 members and associates have led the following workshops in either 2019 or 2020:

- Action Steps for Replanting Declining Congregations – Bill Woolsey
- Starting Ministries That Don't Flop or Break the Budget – Bill Woolsey
- Connecting a Community to Christ and His Church – Victor Nelson
- Building from Strength: Asset Mapping for Your Congregation – Matt Schultz
- Where Do I Start? First Steps in Community Engagement – Matt Schultz
- Family Life Has Changed – Should We Change Our Approach? – Carol Mittelstaedt
- The Alpha Course: Equipping the Local Church for Effective – Nada Pottinger
- Ministry in Pictures – Matt Schultz

A Ministry to Consider – Helping People and Families With Dementia – Victor Nelson

### **Best Practice Conference**

Task Force 2 seeks to encourage leadership development through the Pastors Best Practice Conference. This conference was held in 2019 for pastors in the Atlantic, Eastern, New Jersey and New England Districts. About 45 pastors attended the conference, where 15 pastors presented details of effective ministries that are making an impact for the Gospel of hope. Attending pastors chose to attend five (5) of the presentations.

The purpose of this conferences was for pastors to share positive ministries that are effective in advancing the Gospel in and through their congregation and community. Participants had opportunity to hear of ministry ideas and to ask questions about implementation and results. This conference was designed so that pastors can share with other pastors what is working in getting the Gospel planted in the hearts of people and spreading the Gospel. We looked at the conference as an opportunity for information, inspiration, ideas, connecting and networking.

This free conferences were sponsored by Task Force 2 and made possible through the gracious hosting of Concordia College, Bronxville.

Because of Covid, the 2020 Best Practice was canceled, and no conference was planned in 2021 and 2022. Task Force 2 plans to offer a Best Practice Conference for pastors in 2023.





## Reimagining Ministry

The Reimagining Ministry process is not associated with Task Force 2, but under the direction of the Rev. Billy Brath, LCEF Vice President of Ministry Solutions. The Reimagining Ministry process is designed to guide congregations to a solid ministry foundation amidst various challenges and transitions. This facilitative process engages congregation leaders in solidifying a basic ministry structure around a central purpose. It will provide best practices and resources to assist in executing those foundational ministries.

The Reimagining process runs for four months with monthly in-person seminar workshops. The workshops are done in cohorts, with local congregations participating together to learn and fellowship together.

## Three Steps Forward

This tool is designed to help a congregation select three goals (out of a choice of ten) to help them move forward in revitalization. The possible goals include a mission statement, alive worship, effective preaching, Bible study, fervent prayer, regular fellowship, maintained building, an inviting church, an up-to-date website, visitor follow-up. Once the three goals are selected, a pastoral coach supports the local pastor and congregation in completing the goals. If you are interested in this tool, please contact Bishop Derek Lecakes or the Rev. Victor Nelson. This tool may be used by mentor/coaches.

## Alpha Pilot Project

In a world of isolation, anonymity, and keyboard-warriors, Alpha offers content and guidance for churches, ministries, and individuals to create a space for honest and open conversations about life's biggest questions. Everyone is welcome and no questions are off limits. Alpha is most effective as an evangelistic tool when done by and through the local church. By focusing on the essentials of the Christian faith, it opens the door for Alpha to be used in almost any context so that everyone has the opportunity to see their friends' lives transformed by the gospel.

We anticipate four churches being a part of the pilot program for Alpha beginning in September, 2022. Carol Mittelstaedt will be the coach for the four churches.

## Lenten Programs, 2019, 2020, 2021, 2022

Task Force 2 believes that one dynamic of revitalization is to help individuals revitalize in their faith through regular devotions. To encourage regular devotions, Task Force 2 has offered congregational Lenten programs which include sermons, daily devotions and small group bible studies.

**2019 Lenten Program:** 40 Days With Jesus and His Mercy. 800 devotional booklets were printed and distributed.

**2020 Lenten Program:** 40 Days With Jesus and His Names. Devotions written by leaders in the District.

**2021 Lenten Program:** Red Letter Challenge – Some 20 churches participated and were challenged to grow in the following areas: Being, Forgiving, Serving, Giving, Going.



**2022 Lenten Program:** The Being Challenge: Some 14 churches participated and were challenged to Commit to Community, Study Scripture, Prioritize Prayer, Seek Solitude, Choose Church.

## **Sharing Best Practices Stories in a time of COVID**

Task Force 2 gathered, recorded, and publicized effective ministry ventures during the time of COVID. The purpose of these emailed articles was to portray how some congregations were successfully ministering to members and their community while hamstrung by Covid. These were designed to inspire and inform congregation leaders of possible avenues of ministry during the challenging times of the pandemic.

## **Prayers for Individual Congregations**

Task Force 2 believes that prayer is a vital part of revitalization. The Task Force gathers prayer requests of individual congregations. Each Sunday, a District congregation is prayed for including their specific prayer requests. These prayers are emailed each month so that they could be included in Sunday prayers.

## **“Call to Prayer” Monthly Zoom Prayer for Revitalization**

“Call to Prayer” is a District wide Zoom prayer meeting. This Zoom prayer meeting is led by District pastors who aim our prayers toward revitalization of individuals, congregations, communities and our District. Join us each month as we pray for the spiritual renewal among us and through us.

## **The Church Revitalization Checklist Book Discussion**

Seven church leaders met five times to discuss the thoughts of this book on revitalization. This group recommended that others be given an opportunity to discuss the revitalization thoughts of this book.

## **Future Opportunities for Supporting Revitalization**

Prayer: Sunday Prayers for Individual Congregations

Call to Prayer Monthly Zoom Prayer Meeting

Leadership Development:

The Festival of Workshop

The Pastors Best Practice Conference

The Church Revitalization Checklist Book Discussion

Devotions:

2023 Lenten Program: The Forgiving Challenge

Congregational Growth:

Reimagining Ministry Process – Led by the Rev. Billy Brath

Three Steps Forward



Outreach:

The Alpha Program

To connect to any of these ministries, please use the Revitalization Interest Finder Survey!

## CONTACT INFORMATION

Task Force 2 Chairman The Rev. Dr. Victor Nelson [vhnelson@gmail.com](mailto:vhnelson@gmail.com)

Report respectfully submitted,

The Rev. Dr. Victor Nelson, Chair, September 2014 - Present

Task Force Two, Congregational Revitalization and Leadership Development



# TASK FORCE 3:

## PARISH SUPPORT AND FINANCIAL MANAGEMENT

Task Force 3 has not had regular in person meetings over the last 4 years. They continue to provide the District Salary Guidelines each year to be approved by the Board of Directors.

Task Force 3 reviewed and encouraged the use of a new salary tool developed by Concordia Plan Services as congregations are calling pastors and commissioned workers. It can be found here: <https://tc.cbiz.com/CompToolCPS/Login.aspx>

Task Force 3 also spearheaded the partnership with Concordia Plan Services to offer business services in support of local congregations like: Human Resources, Bookkeeping; etc...

Task Force 3 continues to assisted congregations in reviewing their financial health to provide a clearer picture of budgeting, bank statements and reporting.

In the coming years we will be developing a congregation financial health workshop, treasurers training as they seek to meet the needs of our local congregations.

If you are interested in being part of the task force please contact the district office.



# TASK FORCE 4: EDUCATION

The last 4 years have been challenging to our schools. COVID-19 hit them particularly hard. Schools like congregations needed to pivot as shutdowns occurred.

Task Force 4 works in partnership with Lutheran Schools Association as we strive to serve our Lutheran Schools.

Task Force 4 is also working on how we can assist local congregations in supporting the local educational ministries especially for adults.

If you are interested in being part of the task force please contact the district office.



# TASK FORCE 5: YOUTH MINISTRY

A District Youth Gathering was held in 2018 that was well attended and a wonderful opportunity for the youth of our district to gather together and learn about Jesus.

There were supporting services for the National Youth Gathering in 2019.

Task Force 5 is in the process of rebuilding as they look at how the world has changed. While many things have changed, there remains a need for our youth to know Jesus.

Future plans will be evaluating how best to support ongoing youth ministry in the district including revisiting training and events.

If you are interested in being part of the task force please contact the district office.



# TASK FORCE 6: COMMUNICATIONS

Task Force 6 has not had a chairperson until in the last few months. The task of communications has been taken on by Atlantic District Staff.

Recently, Deaconess Raquel Rojas has agreed to work on the communications task force to assist the district and local congregations especially as it relates to social media. We are looking forward to the new life coming from this task force.

If you are interested in being part of the task force please contact the district office.



# TASK FORCE 7: HEALTH AND HUMAN CARE

## Our vision:

To share God's grace in Christ Jesus; to nurture Christians; and to reach out to others.

Under this vision, we seek to support physical, mental, and spiritual health and well-being within the Atlantic District, specifically among pastors' wives; church workers and their families; and individual congregations.

## Our members:

Co-chair Mrs. Katherine Gonzalez: Trinity Evangelical Lutheran Church, Bronx, New York

Co-chair Mrs. Amy Lecakes, Student Support Services Department Chair, Martin Luther School, Queens, New York

Deaconess Janine Bolling, Executive Director, Our Savior Lutheran School, Bronx, New York

Deaconess Phyllis Yee, Director of Alumni and Campus Deaconess, Martin Luther School, Queens, New York

Linda Wardley, Parish Nurse and member of Resurrection Lutheran Church, Garden City

Molly Blanke, Executive Director of the Lutheran Counseling Center.

Advisory Member: Marcia Nelson, Resurrection Lutheran Church, Cairo, New York

Note: Our upstate member, Didi Skultety, passed away on September 18, 2021. We look forward to seeing her at Home when we get there.

## Our goals since last convention:

1. Attend District-wide conventions with a booth that encourages participants to "Be well in heart, soul, and mind".
2. Plan a bi-annual Pastors' Wives Retreat to be held on November 2-3, 2018. Our following retreat will be in November, 2020. We may also hold Regional luncheons in the spring.
3. Organize circuit-wide Pastors' family worship services throughout the year and throughout the District.
4. Look to develop:
  - a. Instagram/Facebook page for pastors' wives in the district
  - b. the idea of providing a counselor if necessary to pastors' families.

## What we accomplished since last convention:

1. Attended the Festival of Workshops in the spring of 2019
2. Held a Pastors' Wives Retreat on November 2-3, 2018





3. Held a Ministry Wives' Retreat in November, 2019
4. Held two circuit-wide Pastors' family worship services in Nassau County
5. Worked to collaborate with two District pastors to assist in their planning and holding Health Fairs in their communities.
6. Became a member of the Synod-wide Ministerial Care Coalition during the Covid-19 pandemic.

### **Our goals for the next triennial:**

1. Begin to hold Ministry Wives' retreats on an annual basis again.
2. Expand on our District-wide "Care Package" project. This is something we strove to put together during the Covid-19 pandemic. It is just as important as we all work to find our new normal after the crisis.
3. Continue to work with interested parties in coordinating health fairs in the District.
4. Work with District and Synod leaders in order to broaden and strengthen our reach and impact on the Atlantic District.

Thank you for your time and commitment to the Atlantic District-LCMS. Respectfully submitted,  
Amy Lecakes and Katherine Gonzolaz



# TASK FORCE 8: DISTRICT DISASTER TASK FORCE

Task Force 8 supported information and appeals through the following disasters:

- Hurricane Florence
- Flood Relief in Omaha
- Midwest Disaster Recovery
- Storm Isaiah, New York
- Storm Ida, New York

In addition Task Force 8 was vital to the ongoing response during COVID-19.

As the task force looks toward the future we are evaluating Lutheran Emergency Response Training (LERT), Congregational safety preparedness, General Disaster preparedness, and Critical Response to congregations in need. We are looking how we can support the spiritual side of disaster response in addition to the physical.

If you are interested in being part of the task force please contact the district office.



# TASK FORCE 9: EVANGELISM

Atlantic District Task Force 9 Evangelism

The role of Task Force 9 has been assumed by Task Force 1 – Missions as we seek the best way to move forward.

If you are interested in being part of the task force please contact the district office.



