COMMUNICATIONS COMMITTEE MINUTES  
Thursday, January 9, 2020 - 4:00 p.m. ET  
Chair: Charleston Carter  Vice Chair: Frank Hardester  
Committee Page  Committee Attendance

Members joined from their computer, tablet, or smartphone:  
https://global.gotomeeting.com/join/361052541, or  
Dialed in using their phone: Dial: +1 (872) 240-3412  | Access Code: 361-052-541#

1. Welcome/Call to Order  
   Charleston Carter  

2. Approve Minutes of December 12, 2019 Meeting  
   Frank Hardester  
   Frank noted a few participants were added from the draft minutes that were sent, other than that, no changes or recommendations were offered. Minutes approved.

3. Conference Development Update  
   T.J. BeMent  
   TJ reported we are happy to be in Charlotte NC very soon. Members are encouraged to go to nacmnet.org for conference information. Going into mid-year, we are preparing for the annual conference. SJI grants were awarded and we are excited for another great conference year. Also, we are looking for volunteers for our networking event at the mid-year conference on Tuesday. Contact T.J. for more information.

4. Electronic Directory Update  
   Dorothy Howell  
   Dorothy was not available for the call. No update provided.

5. Media Guide Update  
   Amanda Marshall  
   Moving along with the media guide. This week was the first week for chapter groups to get organized and to divide up tasks. We are need for more NACM representatives. A few chapters have no NACM
reps assigned. You do not need to be an expert in the field, but we need the court administration perspective. Specifically, we need more NACM help with 1. Technology and the Media; 2. Managing High Profile Cases and Emergency Situations; 3. Drafting Effective News Releases. If anyone has anyone they recommend or would like to volunteer, please contact Amanda. The first draft is due March 20, 2020.

6. Membership and 2020 by 2020 Update

Michelle Dunivan
Michelle was not available for the call. No update provided.

7. NACM Resource

Dawn Palermo
Dawn referred to Jeffrey for an update. Jeffrey stated the NACM resources is a project to create a repository for all resources and have them available in an online environment. Working with Roger Rand and his IT staff. One approach being considered mimics a google database concept. The approach creates tags on the resources making them very easy to find, etc. Trying to do cleanup on the project, but everything is coming along. Two items note worthy: 1. Who will be responsible to maintain the database going forward? 2. Need to link the database to the actual resource. We are half-way through the project, but still a long way to go.

8. Podcasts

Peter Kiefer
The series is moving along very well. Since the start, we have had more than 2084 plays on all of the podcast episodes. The episode in January on Bail Reform is nearly done. Release will be next week on Thursday. Next will be possibly Phones & the Courts for February (thank you TJ for helping). Opioid crisis, online dispute resolution, open data sources, and students/interns perspectives for the new generations coming into the workplace are possible episodes on the horizon.
9. Publications Updates
   a. Court Manager  
      Tasha Ruth
      Tasha advised she is stepping down from her role due to increased work obligations. The next deadlines are January 10, March 20, and July 17 2020. Articles can continue to be sent to Tasha and they will be forwarded to her replacement once that person is announced. NACM says a big thank you to Tasha on her work with the court manager.
   b. Court Express  
      Jeffrey Tsunekawa
      The 2020 publication schedules are both publications are on the website. The next publication will be distributed at the end of February.

10. Public Landing Pages Update  
    Rick Pierce
    Rick was not available for the call. No update provided.

11. Social Media Update  
    Kevin Lane
    Kevin was not able to make the call but reported to Charleston he was very thankful for those who submitted “positive” items to him around the holidays to post on NACM’s social media sites. Noted social media efforts will now be focused on promotion of the upcoming conference. Also, Kevin noted he was having a problem accessing the NACM store. Janet reported she is looking into the problem.

12. Webinars Update  
    Charleston Carter
    Plan on having another webinar on January 21, 2020 at 1:00 p.m.— Enhancing Caseflow Management to Ensure Effective Assistance of Counsel. More information will be sent out soon.

13. Website Update  
    Jeffrey Tsunekawa
    Busy doing general maintenance. Working on landing pages for the governance committee. Created pages for the 2020 membership campaign. Also, updated the strategic plan and jobs/career page (thank you Angie!).

14. Other

Charleston thanked everyone for their time and commitment to the communications committee.

Next Meeting: Thursday, February 13, 2020, at 4:00 p.m. ET