



## 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*

T.J. BeMent, Charleston Carter, Frank Hardester, Giuseppe Fazari, Peter Kiefer, Phil Knox, Rich Lynch, Amanda Marshall, Dawn Palermo, Kent Pankey, Carlene Redmond, Janet Reid, Danielle Rosete, Tasha Ruth, Will Simmons, Steve Thomas, Jeffrey Tsunekawa, & Angie VanSchoick

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](http://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 Manger

*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**