



ANNUAL BOARD MEETING
Saturday, July 10, 2021

PRESENT: T.J. BeMent, Kathy Griffin, Jeffrey Tsunekawa, Rick Pierce, Will Simmons, Tina Mattison, Michelle Dunivan, Greg Lambard, Jeff Chapple, Dorothy Howell, Kent Pankey, Charleston Carter, Kelly Hutton, Jesse Rutledge, Erin Carr, Jude DelPreore, Angie VanSchoick - virtually

1. President's Report

- a. June 8th board meeting minutes are approved.
- b. TJ reviewed the officers meeting and items that were discussed.
- c. A request was made to create an award in Marcy Podkopacz's name for trial court research. Board members suggest an article in Court Express or Court Manager instead of an award since it's difficult now to get award nominations now. When doing push for award of merit, highlight all areas within that award that someone can be nominated.
- d. NACM provided a letter of support for the Rule of Law project based on NACM competencies to Georgia via NCSC's International division.
- e. Business Meeting Overview: Opening Remarks from Judge Alksne, John Meeks will be main NCSC representative during opening. TJ will give a masking update during business meeting.
 - i. Mask discussion during Officer meeting – current CA regulations are tracking the CDCs for masking/unmasking. Per the CA Dept of Public Health “masks are not required for fully vaccinated individuals. Masks are required for indoor public settings to include meetings. We ask that you follow these guidelines and for social distancing.”
- f. NCSC MOU: Dorothy asked what the previous changes or modifications were that were redlined. Email blasts (counts, content), Financial responsibilities, Website responsibilities, Membership reports. Michelle noted that membership needs a lot more support across the board and involve association services – recommending other ways to secure more members or being part of ideas board comes up with. Seeking NCSCs assistance with finding ways to reach more judicial employees to sign up to be members (recruitment). Looking at doing a marketing campaign/plan with assistance from NCSC, if possible. Jesse suggests looking into how to retain current members before trying to reach new ones.

2. President-Elect's Report

- a. Kathy requested that if board members are in a session that's live streamed to assist the host with any live streamed questions coming into the app. Val took the board on a tour of the facility.

3. Vice President Report

- a. Kudos to Kathy and Jude for successfully delivering the midyear webinar series and the kickoff to the conference. Kelly and Rick for Core curricula and Core Champion going live.



Midyear theme – Resilience and Reinvention: Transforming the Future of Courts. Annual theme – Courts Leading the Way in Advancing Justice: A Call to Action.

- b. Jeffrey shared his view as Education chair – feels that there’s a blurred line of what is the true scope of education committee. Core and CDC both do their own work and feels that Education is duplicate work.

4. Secretary/Treasurer’s Report

- a. Reviewed state of finances and conference expenses/revenues.
- b. Swag funds – would go into restricted funds account to be used towards membership or conference scholarship funds. **TJ made a motion to put swag funds into restricted membership/conference funds.** *Rick seconds the motion.* No other discussions or objections, the **motion was approved.**

5. Immediate Past President’s Report

- a. Past President’s met every other month. They were very supportive and understanding of why conferences were cancelled.
- b. Nominations committee will meet on Sunday and three candidates will be zooming in. Amanda Leazer was only nominated and did not fill out a declaration. Will contact her to see if she is interested before her interview.

6. Governance Committee

- a. Operations Manual – mostly completed but there are some updates still needed. **TJ made a motion to adopt the latest version of the operations manual as submitted and linked in the board book.** *Kathy seconds the motion.* No other discussions or objections, **the motion is passed.**
 - i. **Greg moves to approve the 11 attachments to the operations manual in the agenda with the revision to make sure technical references and review dates are clarified.** *Dorothy seconds the motion.* No seconds needed since it’s a committee vote. **The motion is approved.**
 - ii. SOP software discussion - Process St is \$150/year and is suggested by Angie. **Greg made a motion to allow the Governance committee to purchase the standard version of Process Street.** *Michelle seconds the motion to allow the Governance committee to purchase the standard version of Process Street.* No objections, **the motion is approved.**
- b. No comments received on the resolution. **The resolution is in effect as previously approved and can be fully adopted as of today.**
- c. DEI – ad hoc subcommittee has been meeting for several months. Committee created DEI resolution, became part of a national collaborative with partners, drafted a mission and a purpose, created a landing page for DEI resources on website, and have added it into NACM Core. TJ asked for boards impression on how it’s been going over the year. There are several new members to NACM that have joined DEI calls. Board members shared their thoughts on making DEI a standing committee. DEI committee to be support and reference regarding DEI initiatives in objectives accomplished by committees and not providing



oversight on other committees. **Greg made a motion to make DEI a standing committee of NACM and further charge the committee to come back with a purpose and objective statement.** *Dorothy seconds the motion.* Kent asked if a chair should be chosen at this point. Incoming President will make the appointment. Jeffrey suggested having a vice-chair that must be a member, but not a board member. No other discussions or objections. **The motion is passed.**

7. Membership Services

- a. Committee is looking to give two scholarships away during conference. Tina will need to know the amount available in the account.
- b. Committee would like to add into Award of Merit and Perkins award criteria that it's a lifetime award and the same person can't be selected more than once.
- c. Dual Membership Agreements: Looking for an updated version because the current one feels outdated.
 - i. NCJFCJ, Nevada, and Michigan were recently renewed. Arizona would not renew due to losing members recently during covid.

8. Communications Committee

- a. Moving forward with sponsored webinars – so far successful.
- b. Reviewed success with articles for Court Manager and Court Express
- c. Partnerships – Charleston encouraged board to promote NACM priorities with other partners

9. NCSC Update

- a. Currently working with CCJ COSCA on Blueprint for Racial Justice Task force lead by Edwin Bell. TJ made appointments of Tina, Kathy, Dorothy, & Charleston, Greg as backup, and Kelly as backup. Joint national task force examining state courts response to mental illness lead by Patti Tobias and JD Gingrich. RRT Implementation Lab work – tool around conviction diversion and was the focus of White House Summit two weeks ago. Research division has published a new report focused on online dispute resolution. Report is about how you evaluate and measure an ODR system if you're building one. ICM's work is mainly online and has operated about 40 virtual courses since the start of the pandemic. NCSC is busy planning CTC being held in September in Columbus, OH.

10. 2021 Strategic Projects

- a. Jeffrey recorded notes.

11. Partner Reports & Updates

- a. Judge Sferazza, President of AJA, major accomplishments have been a number of webinars and they are going to have first in person meeting in New Orleans in October. Most successful webinar was on Judiciary Preserving Constitutional Democracy, with speakers from all states.
- b. Judge Thompson, President of NCPJ, elected to presidency in November 2020. Next



conference will be in Savannah in November 11-14. Organization has been challenged – focus on reforming guardianships, she recently served on the webinar with Senator Bob Casey from PA. Webinar was designed to educate senators and congress on what people can do to be responsible to the needs of guardianship.

- c. Jeff Shorba, President of COSCA starting August, 9 new COSCA members as of last year. Meeting in Williamsburg with good attendance. COSCA has a new policy paper that will be reviewed at conference. COSCA and CCJ members have been working with Homeland Security on civil actions at courthouses – new directive on NCSC website. Court Continuity assessment tool and personal tips for judges and staff.
- d. Kathy relayed Todd Brower from NASJE's report: NASJE as an organization are proud of their association with NACM in the past and look forward to continuing and deepening the relationship with the new normal after covid. They just had a very successful and well-attended webinar on the experiences/lessons learned by state judicial education departments who have already returned to doing in person conferences and how to handle live and hybrid attendees, etc.
- e. IACA written report: shared well wishes and thanks for partnership. Shared information about their upcoming conference in March 2022 in Finland.

12. **New Business/Open Discussion** – TJ thanked outgoing board members.

13. **Executive Session** – not needed

14. **Adjourn** – There being no further discussions needed, the meeting is adjourned.