



BOARD MINUTES

August 29, 2023 – 2:00 PM ET

Present: Rick Pierce, Cheryl Stone, Brandon Kimura, Creadell Webb, Dawn Palermo, Kristie Collier, Tina Mattison, Roger Rand, Kelly Hutton, Jeffrey Tsunekawa, Greg Lambard, Nate Mingo, Nicole Garcia, Jennifer Haire, Jesse Rutledge, and Erin Carr

1. President

- a. The July 8th and 13th board minutes are approved as submitted.
- b. Rick attended 3 of 5 partner conferences following NACM annual - NCJFCJ in Baltimore (DEI collab meeting in November), CCJ/COSCA annual meeting in New York (attended COSCA board meeting - addressed resolutions and papers), & NAPCO in Boston.
- c. NCSC Board Meeting – A NACM board member has a seat on the NCSC board for a 3-year term and expresses NACM interests to NCSC.
- d. Board health/chemistry statement – Rick emphasized how important it is for everyone on the board to have a pleasant experience and asked if the experience isn't going well to reach out to him.
- e. Budget considerations – Greg will discuss at his part of the meeting.
- f. Contract for Hilton New Orleans – signed and good to go for 2024.

2. President-Elect

- a. Call for proposals went out and October 4th is the deadline. Tina and Jude have been working hard to get together plenary speakers for both conferences. Orange County looks like it will have a good turnout based on support from their courts.

3. Vice President

- a. Strategic planning – she has everyone's ideas and asked that those who are narrowing down their focus send it to her before the fall board meeting. Kelly would like to finalize the plan at the fall board meeting.
- b. Site Visit – Midyear site visits will be to Atlantic City (3 places) and Atlanta (1 place). Annual site visits will be done in Indianapolis, Omaha, and Kansas City, MO. Jennifer noted that CTC 2025 is in Kansas City.

4. Secretary/Treasurer & CORE® Committee



- a. Preliminary figures for the year look like NACM will not have to increase membership or registration fees for 2024.
 - i. Greg noted that annual will only be able to hold 550 and midyear can hold 350.
 - ii. Increase in dual memberships.
 - iii. Grant – will be budgeting in future one-day training, website maintenance. Will be increasing overall request from SJI.
- b. CORE committee met on August 23rd and discussed projects for the year. Minutes are on the website – more CORE Champion sessions beyond conferences via one-day training and webinars. Promote CORE Champion on conference slides. Look at different curriculum with a DEI lens – Creadell & Ed McNaughton have volunteered to assist with this. The committee will be creating generic slides for anyone who presents on CORE curriculum.

5. Immediate Past President, Website, State Associations

- a. Website proposal – The Website Committee discussed whether the CORE needed to be its own website and received a quote to migrate it to nacmnet.org. If the board would approve the migration, Roger and Jeffrey would reach back out to website companies to revise their quotes for the overall changes to nacmnet.org. **Cheryl made a motion to accept the quote from Always Be Creating for the work of moving the NACM CORE website to NACMnet website. Roger seconds the motion.** Rick would like to add to the record that the official cost is \$7,920. All in favor, none opposed. **The motion is carried.**
- b. One Day Training – Jeffrey shared the advertisement with the board. Leadership, Governance, and Caseflow & Accountability will be the topics covered during the training. Invitations were sent to all NACM members from Georgia, Alabama, and Tennessee.

6. DEI Committee

- a. The next book club will be on September 27th and the topic is the movie Crash.
- b. DEI Guide webinar will be November 16th at 3pm ET. Edwin Bell and Zenell Brown have agreed to present their conference presentation at this webinar.
- c. Roger and Creadell will submit a proposal for midyear.
- d. Committee would like to continue SCOTUS webinar this year.

7. Communications Committee

- a. Guides – AI guide will be the new one in conjunction with JTC. Dawn included the listing of guides and revisions within the board agenda packet. The committee recommends that the Court Security guide be the next one revised. The board agreed with that decision. Cheryl noted that there isn't a guide on protection orders and that has become a hot topic in Washington.



- b. Social media subcommittee – current Canva account can only have 4 memberships for \$150, to increase one person would go up to \$300 and to have 10 it would be significantly more. Erin suggested having the social media committee members have accounts and then board members can use the NACM account to access Canva.
- c. Webinars
 - i. Tyler – October 18 at 2pm ET
 - ii. DEI Guide – November 16 at 3pm ET
 - iii. CORE will be in early 2024 and TJ BeMent will be the presenter.
 - iv. Fourth webinar could be Tyler but we don't have a contract with them yet, but could do a 4th webinar on SCOTUS decisions.
- d. Court Manager will be published next week.
- e. Court Express is looking for updates from committee chairs.

8. Governance Committee

- a. Operations Manual –
 - i. **Cheryl made a motion to accept the changes to the operations manual as presented in the board agenda packet. Tina seconds the motion. All in favor, the motion is carried.**
- b. Six resolutions for adoption from CCJ COSCA annual conference. Resolution 1 – Brandon recommends not to adopt. Resolution 2 – Brandon recommends deferring it for now and having it reviewed by a behavioral health focused committee. Resolution 3 – Brandon recommends approval. **Greg made a motion to support the resolution in support of the Fellow Program. Cheryl seconds the motion. All in favor, none opposed. The motion passed.** Resolution 4 – Brandon recommends approval. **Roger made a motion in support of promoting effective and efficient case management. Nicole seconds the motion. All in favor, none opposed the motion carried.** Resolution 5 – Brandon recommends approval. **Dawn made a motion to adopt the resolution for promoting future ready courts. Creadell seconds the motion. All in favor, none opposed. The motion passed unanimously.** Resolution 6 – Brandon recommends approval of ongoing efforts to promote community engagement. **Jeffrey made a motion to adopt resolution number 6. Tina seconds the motion. All in favor, none opposed. The motion passed unanimously.**
- c. Rick noted that the Ethics code of conduct will be discussed in October as well as the bylaws.

9. Membership Committee

- a. Cheryl proposed holding a social media contest to have members submit a logo design for swag and the winner would receive swag and credit for the creation.
- b. Katie Hempill is leading the ECP subcommittee now. She is looking for content for the SIG portion of their meetings.



10. NCSC Report

- a. DEI Guides will be sent to all members of CCJ and COSCA at NACM's request.
- b. NCSC may want to coordinate with NACM around the AI Guide.
- c. Judicial salary survey will be released tomorrow.
- d. CTC conference will be in two weeks in Phoenix.

11. Other Business

- a. NCSC contract discussions will begin within the next few months.
- b. Joint NACM/IACA conference discussions will be held at the Fall Board Meeting.

12. Executive Session – not needed

13. Adjourn - The meeting was adjourned at 4:12 pm ET.