



CONFERENCE DEVELOPMENT COMMITTEE

May 15, 2018

MEETING MINUTES

A conference call of the NACM Conference Development Committee was held on Tuesday, May 15, 2018 at 2:00 (ET). The meeting was called to order at 2:02 PM ET by Paul DeLosh, Chair. The meeting proceeded as follows:

I. Welcome and Roll Call

The following were present for the call:

Tammy Anton, Sarah Brown-Clarke, Theresa Ewing, Peter Kiefer, Tasha Ruth, Linda Romero-Soles, Ron Truss. NACM Board Members: T.J. BeMent, Vicky Carlson, Janet Cornell, Sarah Couture, Julie Dybas, Kathy Griffin, Rick Pierce, Alyce Roberts, Will Simmons, and Dawn Williams. NCSC: Val Gardner, Janet Reid, Stacey Smith, and Patti Tobias.

II. 2018 Annual Conference

a. Agenda and Registration

- i. Committee members were reminded that the Agenda, to date, has been posted on the [conference app](#). It was shared that the plenary addresses are in the works and not yet finalized on the Agenda. Patti and Paul will wrap up the agenda within the next two weeks. It is shaping up to be a fabulous agenda for court professionals!!
- ii. As discussed on the last call, the conference app does not have a printable Agenda feature and has been posted on the conference page. Since then however, the Agenda has been posted on the conference app.
- iii. [Registration remains open](#) and registration can be completed through the [fillable Registration form](#). Paul shared we are over 400 registrants to date and there continues to be a likelihood the conference will sell out.

a. Subcommittees/Events

i. Leaders teaching Leaders

Will details of this session as a partnership between NACM and the National Association of Judicial Educators (NASJE) designed to develop skills as a teacher, presenter and communicator. Participants will examine how adults learn, and then apply knowledge of adult learning principles through a variety of exercises in small groups with an experienced mentor. A special invitation to participate and registration instructions will be sent to State Association leaders first and then be opened to general membership.

ii. SIGs

Paul provided update for Michele Oken, Chair, and her committee that includes Mercedes Arslanian; T.J. Bement; Janet Cornell; and Theresa Ewing. Their last meeting was held on April 27, 2018 and the following SIG sessions were proposed -

1. *Minding the Gap*: State of the Profession – facilitators: Greg Lambard and Rick Pierce (Board Members).
(Per strategic plan, state of the profession address will be given at conference; feedback, start a discussion on the evolving role of court managers; items NACM might want to advocate for and how)
2. *Connecting the Gap*: Modern e3 Court (efficient, effective, electronic) (Mercedes Arslanian, California and Leah Huff, Texas)
3. *Filling in the Gap*: Recruit and retain younger generation into courts, marketability, telecommuting and making it more relevant to their career (Edwin Bell, Georgia and active ECP member)
4. *Bridging the Gap*: Collaboration and working with partners: Community dialogue – what have they done to reach out into the community to have dialogue on court-related issues (Theresa Ewing, Texas and Annette Fritz, Minnesota)

iii. First-time Attendees' Reception - Kathy Griffin, Rick Pierce, Alyce Roberts, Linda Romero-Soles, Elizabeth Stephenson

The committee continues to work on logistics for prizes for their Ice breaker – *Two Truths and a Lie*. An invitation will be sent by the current president to formally invite first-time attendees and past presidents.

iv. Boot Camp/Run – Kathy Griffin

Kathy shared details of the event to be held on-site at the hotel. Paid registrants will receive a [Conference t-shirt](#) with attendees

encouraged to purchase to support NACM's conference scholarship fund. Those volunteering for the First Impression Team are encouraged to wear conference t-shirt if they purchase to promote scholarship fund. Committee members were encourage to promote the shirt as well and pre-order if possible.

v. Scholarships

Jeff Chapple shared the scholarship committee met and completed their review and made recommendations to the board for scholarship recipients.

vi. Hosts

Julie shared she is working with Paul and Patti to update the Host reporter training module to incorporate changes such as details of the conference app including the two-step process to rate sessions and rate speakers. The update will be ready before the conference to allow Hosts to review prior to attendance with a follow up session to be held on Sunday of the conference to answer any questions Hosts may have.

vii. ECP

Sarah shared details of the [NACM Cares](#) event for the annual - [The Pajama Program](#). A presentation will be made at the conference with the Program president who happens to be in Atlanta during the conference. Attendees were encouraged to purchase items before the conference as they should be easily packable.

viii. Exhibitors



Stacey shared that two (2) booths remain open for reserving and the exhibit hall [Floorplan](#) is on the NACM conference site. Once the final booths are sold, there will be no consideration for adding more as space is needed for event/social activity in and around the Exhibit Hall. It was also reported that the sponsorship goal has been exceeded.

ix. Social event

[Georgia Aquarium](#) will host the social event and family and guests are welcome.

Registration of guests (\$75 per guest) is completed on the conference [registration form](#).

Live band, [Bogey & the Viceroy](#), has been confirmed and will be sponsored by AllianceOne.

Additional sponsorships are being considered such as digital signage, dive event, and postings on bars.

III. **NACM CDC Committee Call**

With no new or other business to discuss, Paul shared the regularly scheduled Conference Development Committee calls are as follows –

- a. Third Tuesday of each month, 2:00 PM ET/11:00 AM PT
- b. Next meeting: June 19, 2018 (Will Simmons to lead)

IV. **Adjourn**

There being no other business, the meeting was adjourned at 2:49 PM (ET).

Respectfully Submitted:

Paul DeLosh

Conference Development Committee Chair

Will Simmons

Conference Development Committee Vice Chair