



CORE COMMITTEE MEETING 12-16-20

MINUTES

- I. Rick previewed the agenda with the members and opened the meeting at 12:03 EST. In attendance were: Will Simmons, Greg Lambard, Co-Chair Kelly Hutton, Angie Van Schoick, Judy Ly, Phil Knox, Kent Pankey, Brandon Kimura, Norman Meyer, Janet Cornell, Peter Keifer, and Rick Pierce.
- II. The minutes from the November 25th meeting were shown and approved as submitted.
- III. Rick, Angie, and Kelly provided an update of the NACM Board of Directors meeting of December 15. Kelly shared the Board's approval of the CORE Champion program proposal. Kelly indicated the webinar on one of the CORE competencies, most likely in May of 2021 will be the pilot, or test run, for the program.
- IV. Norman provided an update on the micro courses development. The committee recommended moving forward with caseflow management and perhaps leadership as the next courses for development. Norman's comments/recommendations below.
- V. Janet spoke on behalf of Ed McNachtan regarding the Operations Management curricula review. She noted the progress of the review and the notice of the next meeting set for December 18. Peter asked if probate/orphan's courts were noted in the curricula. Questions regarding the courts' roles in guardianship and conservatorship cases may merit acknowledgement in the curricula. Leadership curricula review committee chair Chris Reams was unable to attend but noted the subcommittee will reconvene in early January to begin the review process.

- VI. Job Classification Study-Kent commented on the need for a job classification analysis/program for courts across the country. Committee members suggested reaching out to states with unified courts such as New Jersey and the federal courts.
- VII. Diversity, Equity, and Inclusion- Angie provided a synopsis of Will's involvement with partner organizations such as COSCA, AJA, NCJFCJ, ABA, and many others. The committee members discussed the inclusion of this important subject as either a separate competency or a focal point in all thirteen competencies. After discussing the merits of both approaches, the committee decided to incorporate diversity, equity and inclusion in all thirteen competencies with the emphasis of noting best practices and strategies for implementation so as to incur action. The Governance subcommittee of the same name will be encouraged to provide assistance in amending each of the 13 competencies appropriately. Phil suggested volunteers should be sought at the next meeting for examining the thirteen competencies (minus the two under review) to form a subgroup to develop recommendations for inclusion into the curricula regarding DEI.
- VIII. On behalf of Kelly and the NACM Board, we thank the committee members for their dedication and passionate commitment to the work of the NACM CORE. We wish you joy and good health this holiday season!
- IX. Meeting was adjourned at 12:58 p.m. EST.

From Norman Meyer:

As 2020 draws to a close, our group is now planning our micro-course development work in 2021. In addition to completing all 13 *Workforce Management* micro-courses, we plan on working on two new CORE areas, and would appreciate NACM's help in this regard, as we have done all through the micro-courses project. In considering which CORE areas to pick, we think that choosing one area from the **Vision** or **Principle** groups, and one from the **Practice** group, would give a nice balance between general and specific competencies ([Core Essentials - NACM Core](#)). We think that choosing the *Leadership* and *Operations Management* competencies do just that, and coincide with the current updates that the CORE subcommittee is doing (we would align our work with those efforts). We also think that the

Caseflow and Workflow competency is also a good candidate, and perhaps should be chosen instead of *Operations Management*.