



CORE® COMMITTEE

MINUTES

August 23, 2023

Attendees: TJ BeMent; Kevin Bowling; Jeff Chapple; Janet Cornell; Jude DelPreore; Kelly Hutton; Brandon Kimura; Antoinette Lockett; Greg Lambard; Termica Lucas; Edward McNaughton; Mallory Minor; Kent Pankey; Stephanie Parker; Michelle Pitsch; Jeffrey Tsunekawa; and Creadell Webb

Greg welcomed everyone to the first CORE Committee meeting of the Board Year.

The minutes from June 28, 2023 meeting were reviewed and approved.

The remainder of the meeting involved the discussion of possible projects for the CORE Committee to work on this Board year. It was decided that while all of these projects have merit that limited resources and time will dictate that the Committee needs to determine which it will chose to work on this Board Year. Accordingly, committee members are asked to review this list and come prepared at the September meeting to provide their ranking of the proposals.

1. CORE Champion – Possibly expanding beyond conference sessions

It was noted that Jeffrey, Kelly and Tina will be conducting two one-day in-person CORE sessions in Tennessee in the near future. Attendees will be eligible to get up to four CORE champion credits. Non-NACM members could apply for credit by paying a \$10 fee per curriculum. This event is funded using SJI grant funds, but a different funding source will be needed in the future. It was suggested that these sessions be brought to the attention of the State Associations Committee. There may be a chance for some funding from those associations, or at least shared costs, since the cost would be similar to hiring a presenter. It was mentioned that providing extra sessions might also be accomplished through webinars.

2. Having NACM speakers discuss CORE courses and NACM? – Should this be effort be on the final list of projects, Termica, Mallory, and Jude volunteered to work on this

Slides have been developed to provide standard information in all CORE courses. Other places we may attempt to have these incorporated could be for ICM courses, and/or as a part of the rolling conference slides in the plenary room. It was suggested that canned automatic slides might be shown prior to starting certain breakout sessions. Also, there may be somewhere suitable in the conference app to get the message out.



3. CORE News – Does Brandon wish to continue to do this?

We are looking to continue to send out CORE News every month.

4. Curriculum Review – Focusing on technology and DEI

Discussion of curriculum review centered on a comprehensive view of current curriculums with a DEI focus. It was noted that this will require a significant effort and it may only be possible to do one at a time. Creadell volunteered to assist on any DEI review. Three curriculums have already been reviewed for DEI although a deeper dive may be necessary. It was suggested that the DEI committee be asked for assistance.

Discussion was held regarding the possible need to also review all of the curriculum for updates regarding technology. Specifically, in regards to the changes that courts have had to make in the last several years to offer remote options for staff and for court users. Ed McNachtan offered to help. Kevin suggested that JTC be approached to help.

5. Create plan for becoming a CORE presenter

This was understood to mean that we need to determine a way to get more presenters. Jude asked if we would need to do a call for presenters? It was felt that getting 3-4 presenters per curriculum could work, should provide a sufficient “bench” for the programs we wish to present.

6. Adding self-assessment exercises

It was noted that early versions of curriculums had self-assessment exercises. These let you evaluate yourself, your court, your local court culture and so forth. This effort might partially entail pulling out exercises that are already in the full curriculums. It was also suggested that we might ask instructors if they have anything like this for the curriculums they present on.

7. Creating generic PowerPoint slides for each curriculum – Should this be effort be on the final list of projects, Janet, Ed, and Greg agreed to work on this.

This effort would entail creating 5-10 template slides for each curriculum. They would include things like an overview, the main topics, remaining or tangential topics, and so on. It was discussed that we wouldn't want these to be mandatory like is done with ICM slides, but rather as primers for the overall work of presenters. Old PP's could be extracted from app as a start on this effort. This may require the consent of past presenters. Going forward there may need to be outreach to future presenters to see which learning objectives they will be touching on.



Janet has already created executive summaries for each curriculum. It was thought that these could be packaged together with the standard slide sets.

8. Apply to SJI to complete projects

Jude cautioned that we need to be careful not to be in competition with ourselves on grants.

9. CTC Presentation/Proposal

Roger, Ellen Haines, Tina, and Jeffrey will be presenting at the Court Technology Conference. They may need assistance from the Committee on content and points to emphasize.

Future Meeting dates (Every 4th Wednesday at 3pm EST): 9/27/23; 10/25/23; 11/22/23; 12/27/23; 1/21/24; 2/28/24; 3/27/24; 4/24/24; 5/22/24; and 6/26/24.