



CORE® COMMITTEE

Meeting Minutes, October 25, 2023 @ 3:00pm EST

Chair: Greg Lambard Vice-Chair: Kelly Hutton

[Committee Page](#)

Attendees: Jeff Chapple; Elaine Haines; Kelly Hutton; Peter Kiefer; Phil Knox; Greg Lambard; Richard Lynch, Charles Mapp; Edward McNaughton; Norman Meyer; Dawn Palermo; Kent Pankey; Michelle Pitsch; and Creadell Webb

Greg welcomed everyone to the meeting and apologized for the logistic issue that led to the cancellation of the September meeting.

The minutes from August 23, 2023 meeting were reviewed and approved.

Kelly reviewed the one-day trainings provided in Chattanooga, TN. Jeffrey Tsunekawa, Tina Mattison, Erin Carr, and Kelly were the team on-site. Kelly said the training was well received. The team came away thinking that we may need to tweak our future offerings to better mesh with the interests of the attendees. This group for instance was not overly receptive to Governance. The overall concept was good but there was a good deal of work involved logistically on top of preparing and presenting the material. The Board is asking for some SJI funding to support more trainings this Board year.

The Committee next discussed possible projects for the CORE Committee to work on this Board year, as well as volunteers to work on the projects. With the September meeting cancelled Greg sent out a survey to the Committee to ascertain the relative priority of each project. The resulting ranking was as follows:

1. Curriculum Reviews – Focusing on technology and DEI
2. Additional CORE® Champion Trainings
3. Creation of Generic PP Slides and Executive Summaries for each Curriculum
4. Getting/Training Additional CORE® Presenters
5. Continuing the CORE® Newsletter
6. Adding Self-Assessment Exercises to Curriculums
7. Having NACM speakers discuss CORE courses and NACM

A subsequent survey was sent to the Committee to see which projects folks might be interested in working on. The results of that and the discussion that followed resulted in the following:



		Initiatives ranked in order of highest ----> to lowest						
	Email	Curriculum Review IT and DEI	Additional CORE® Champion Trainings	Generic PP Slides & Exec Summs	Getting/ Training CORE® Presenters	Continuing CORE® News	Adding Self-Assess Exercises	Having NACM Speakers discuss CORE® & NACM
Kevin J. Bowling	kevinjbowling@gmail.com	X (IT)						
Zenell Brown	Zenellbrown@comcast.net	X (DEI)						X
Lisa Burke	lisa.burke@njcourts.gov	X (DEI)						
Jeff Chapple	jchapple@ofallon.mo.us				X			
Janet Cornell	jcornellaz@cox.net			X				
Jude DelPreore	jdelpreore@ncsc.org							X
Kelly Hutton	kellyh@nacmnet.org			X				
Phillip Knox	philknox09@yahoo.com	X (IT)			X		X	
Greg Lambard	greg@nacmnet.org				X			
Termica Lucas	mrs.termicalucas@gmail.com		X	X			X	
Rich Lynch	lynchrich68@gmail.com	X (Both) organize DEI	X		X			X
Charles Mapp	charles.mapp@clarkcountynv.gov		X					
Juli Edwards-McDaniel	jmcdaniel@ncsc.org	X (DEI)						
Edward McNaughton	Edward.McNachtan@montcourt.oh.gov	X (IT)		X				
Norman Meyer	normanmeyer@outlook.com		X	X				
Mallory Minor	mminor@stonecrestga.gov	X (IT)						X
Dawn Palermo	dawn@nacmnet.org		X		X			
Kent Pankey	kpankey@vacourts.gov			X			~X	
Rick Pierce	rick@nacmnet.org							X
Alicia Shepard	Alicia.shepard@dcsc.gov		X				X	
Creadell Webb	creadell@nacmnet.org	X (DEI)	X					

= Organizer for the workgroup

It is asked that the various workgroups organized by those highlighted in the chart, meet prior to the next meeting and be prepared to report out. As always, in this all-volunteer organization, everyone's willingness to work on these efforts is greatly appreciated!!

As noted above the Board is looking to set aside some SJI funding to conduct additional one-day CORE® Champion trainings. The Committee was asked what the mission/purpose of the one-day trainings should be and how new sites should be selected.

Comments regarding the mission/purpose:

- We should try to gain new members from this effort.
- This should expand the value of a NACM membership.

Comments regarding site selection:

- We should get to areas we haven't been able to have onsite events.



- We might consider following up an on-site conference with a one day training the following year, perhaps then followed by webinars.
- Look to target areas with low membership numbers.
- If possible, a site should be in a reasonable driving distance from a variety of jurisdictions.
- Target rural jurisdictions and smaller courts.

Miscellaneous comments:

- We should consider offering some future trainings in conjunction with State Court Associations.
- We might want to consider offering vision, a practice and a principle in a one-day session.
- We should explore partnering with Judiciary Trainers and NASJE.
- See if we can share costs with jurisdictions.
- As NASJE has a training session at our conference, we should offer them a training session at their conference.
- We should consider adding a day onto another Court Association's conference for CORE trainings

Kent noted that the next two scheduled meetings are not optimal given the holidays. The group agreed to reschedule them.

Future Meeting dates (Every 4th Wednesday at 3pm EST): 11/27/23; 12/18/23; 1/24/24; 2/28/24; 3/27/24; 4/24/24; 5/22/24; and 6/26/24. Please Note: the November and December meetings have been rescheduled, to two Mondays.