



CORE COMMITTEE
Wednesday, August 23, 2017
3:00 P.M. ET

MEETING MINUTES

Call Participants:

Kathy Griffin	Alfred Degrafinreid	Kevin McKay
Don Jacobson	Renee Danser	TJ BeMent
Angie VanSchoick	Janet Reid	Kent Panky
Peter Kiefer	Jeff Chapple	Adrienne Eagen
Dawn Palermo	Greg Lambard	

1: The CORE Committee Meeting was called to order at 3:03 PM (EST).

2: Kathy welcomed everyone to the conference call.

3: Discussion

- Curricula Review (1st Case-flow and Workflow); Janet and Greg Lambard (Chair) both continue to meet and the next meeting date is Sept 15th. There are a total of 8 people on the review committee.
- Renee provided an update on the review process and it is coming along well.
- CORE Presentation – Mid-Year
 - We have presented 8 of 13 curricula at the Annual and Mid-Year Conferences. Based on feedback from the audience and the evaluations, it was decided that we should change the format of the CORE conference presentation to only showcase one competency. Most attendees felt that the presentation time was too short. We have five (5) competencies left to showcase at the conferences. For the upcoming Mid-Year conference, it was suggested that we either present on Strategic Planning or Accountability and Court Performance. For clarity, there will be one (1) introduction and (1) presentation from one presenter (unless it makes sense to have a co-presenter).and evaluation, we made decision to change to one competency at the conference; Kent, author of competency, will check his availability to see if he can do the presentation. Alfred and Greg are on standby to present if the author of the competency is unavailable.
- There is an upcoming NACM The Court Administrator – Court Administration: A Guide to the Profession Webinar (referencing CORE materials);
- PowerPoint Presentations on the CORE Website
 - Four (4) PowerPoint presentations have been added to the CORE website. The resource page of Core website is getting longer and it has a lot of material.

- Tool Kits and Self Assessments: After last month's call Janet Cornell distributed the links. It was discussed that the old CORE content on these could be used as a secondary resource list on the website and Kathy Griffin mentioned that she had reached out to registered creative and she was waiting on a response. It was further discussed that another tab may be created on the top of the webpage for this information.
- The tool kits and assessments are different based on the time they were developed. There is no need to revise, but it makes sense to have them listed on the website.
- Court Express
 - The CORE committee is working with Jeffrey to have entries in the Court Express each month. The current entry is: "Did you know that the CORE Committee is creating PowerPoint presentations as a resource?" We could also advertise the CORE to a broader base by being included on the Court Express.
- Usage of CORE Materials by ICM/MSU
 - There was a discussion asking if ICM/MSU have followed up on using the new CORE materials. From the discussion, it did not appear that ICM was implementing the new information.
- Suggestion for more application of the CORE at the conference
 - There was a discussion about the format of the CORE presentations at the conferences. It was suggested that there be a CORE presentation, followed by application of the CORE with the listed activities in the competency. Next a Q&A session led by the CORE presenter could be done.
 - There were pros and cons to this suggestion, but it was recommended that the audience be consulted at the next CORE presentation to see if this would be helpful. If it is suggested at the mid-year conference, there is a possibility that this could be implemented at the 2018 Annual Conference. Alfred agreed to follow up with Conference Development regarding this.
- The next meeting is scheduled for September 27, 2017 at 3:00 p.m. ET

Chair: Kathy Griffin – kathy@nacmnet.org

Vice-Chair: Alfred Degrafinreid – alfred@nacmnet.org