** National Association for Court Management**

**CORE® Committee Meeting**

**December 28, 2022, 3 p.m.**

**Attendees:** Kevin Bowling, Erin Carr, Janet Cornell, Juli Edwards-McDaniel, Kelly Hutton, Courtney Jackson, Peter Kiefer, Brandon Kimura, Judy Ly, Ed McNachtan, Norman Meyer, Dawn Palermo, Kent Pankey

1. **Introductions**

Kelly Hutton opened the meeting and introduced herself and Vice Chairs. She welcomed all to the meeting and thanked them for their continued interest.

1. **Previous Meeting Minutes**- The meeting minutes of the October 26, 2022 will be posted next week for review.
2. **CORE Champion** Kelly provided an update on the following:
3. General- We received several structured responses. People are allowed to go back and watch videos to get credit when their structured response is approved.
4. Website

[**www.nacmcore.org**](http://www.nacmcore.org)

Kelly met with the website committee to discuss the CORE website. The main improvement will be to make it easier to find items and more accessible. Top navigation updates were discussed in the meeting. CORE Champion Program and resources will be on top. The structured response form will be linked with the videos.

1. Conference Session Updates- There will be 3 CORE sessions as the midyear conference. Email blasts will occur notifying members of the sessions available. The annual conference will offer 2 CORE sessions.
2. CORE newsletter- Brandon Kimura just completed the latest edition. It provides reminders of the value of the CORE. Please share any post ideas with Brandon.

1. **Curriculum Review**
   1. CORE in Practice Guide will be updated this year. Janet Cornell updated the committee on the group’s work. Sections have been passed out and the curriculum will be updated by May.
   2. Public Relations Curriculum needs to be updated this year. Dawn Palermo updated on the committee’s work. Every committee member has taken a section. The committee is updating the links throughout document and updating research or survey references.
2. **Other –** Norman Meyer suggested that at some point we should be thinking about what’s next for the CORE Champion Program. For instance, giving credit for CORE-related educational programs that are not produced by NACM. Also, NCBC has a well-developed “LEAD” Academy to develop future leaders, including conference programs, online programs, and mentors. Norman suggested we should look at doing something like this in the future.

Janet Cornell requested content for the Court Express. Should thought it would be helpful to have a member mentioned. Kevin Bowling suggested Dawn Palermo. Dawn Palermo suggested a listing of the members involved in the Curriculum refresh committee and a write up about getting involved. Deadline for content is January 13, 2023.

1. Kelly thanked all for attending the meeting and meeting was adjourned. Next meeting January 25, 2023. The meetings to follow will be held February 22, March 22, and April 26, 2023.