CORE® COMMITTEE
MINUTES – 2/26/25, 4:30pm ET

1. Welcome and Introductions

   Greg Lambard, Lisa Burke, Dawn Palermo, Norman Meyer, Melinda Brooks, Jude DelPreore, Creadell Webb, Kelly Hutton, Courtney Whiteside, Peter Kiefer, Phil Knox, Rachel Downing, Kent Pankey, Jeffrey Tsunekawa, Roger Rand, Kevin Bowling, Janet Cornell

2. Approval of minutes from January 22nd

3. Updates on projects for this year's CORE® Committee:

   a. Curriculum review of Budget and Fiscal Management – Roger Rand Chair
      i. This effort is moving along. The working group is halfway through updating the curriculum activities.
   b. Curriculum review of Caseflow and Workflow – Charles Mapp Chair
      i. They have met several times and assigned areas. They are adding some Philadelphia folks who have experience in high conflict cases, mass torts, and multi-district cases. Their next meeting on 3/3.
   c. The creation of one-page documents that would be "companion diagnostic tools" for curricula – Janet Cornell and Lisa Burke
      i. Meet next on 3/4. They have done 6 draft CDTs.
   d. Creating a CORE® Champion two-minute video to introduce the program – Jeff Chapple and Greg Lambard
      i. No report
   e. Creation of a WG to review CORE® Champion videos to see if they are still relevant/current – Brandon Kimura
      i. They are mostly done. After one more meeting they should be able to report to the Committee.
   f. Continue to offer CORE® trainings –
      i. Vermont – June 12th & 13th
      ii. New Mexico – October 28th & 29th
      iii. Missouri – May 19th
      iv. Michigan…
      v. Georgia
      vi. Oregon

       vii. Illinois

   g. Hold two CORE® Webinars –

       i. Operations Management March 24th

       ii. Budget/Fiscal Management Fall 2025 – Projecting October

4. Open Discussion

   a. IT Curriculum…

       i. Adding in as a 14th curriculum. Thinking about getting some assistance from JTC, COSCA, CITOC, and so on. We would look for some grant funding. The intent is not to be to tech heavy, but aim more for assistance to court managers in understanding the main IT areas.

          1. What area Vision, Practice??

          2. Scope? Purpose? JTC's thoughts on this too? Maybe put a poll in the Court Express? Social media post too? First Friday, SIG at annual, Cursory table of contents, determine principal author(s), American University was tangentially involved last time. JMI survey to get feedback on drafts? Use of a macro analysis of Court Futures surveys?

          3. How IT effects the other areas of the court

   b. CORE Corner… Janet mentioned this will be part of the Court Express

   c. Review of videos: had a couple of good videos at MidYear, there are six CORE sessions scheduled at Annual. These can be reviewed to see if they should be added to our inventory.

   d. Annual registrations open mid-march and award nominations

Future Meeting dates (Every 4th Wednesday at 3pm EST)

March 26, 2025   April 23, 2025   May 28, 2025

June 25, 2025