**COMMUNICATIONS COMMITTEE**

**October 12, 2023 @ 4:00 p.m. ET**

Chair: Dawn Palermo Vice Chair: Nate Mingo

Committee Page

**Join from your computer, tablet, or smartphone: Zoom Communications Committee Meeting** <https://us06web.zoom.us/j/98562710553?pwd=YlMrYmFnbldYblI4QnhwdWZTNklOZz09> **or**

**Dial in: Find your local number Meeting ID: 985 6271 0553 | Passcode: 834840**

1. Welcome and Introductions

Attendees: Melinda Brooks, Michele Collins, Bo Coxen, B Davis, Joe Fazari, Peter, Kiefer, Tim Leger, Tina Mattison, Nate Mingo, Dawn Palermo, Rick Pierce, Roger Rand, Carlene Redmond, Andrea Ribando, Mae Swisher, Jeffrey Tsunekawa, Creadell Webb, and Natalie Williams.

1. Approval of the September Meeting [minutes](https://nacmnet.org/committees/standing-committees/communications-committee/)

MOTION Peter Kiefer to approve the minutes of the September 14, 2023 Communications Committee Meeting. SECOND Melinda Brooks. MOTION CARRIED.

3. Update on Guide(s) for 2023-24

 a. Artificial Intelligence Guide – Roger Rand provided a status report.

Workgroup formed to work on AI Guide. 2019 version of brochures being updated that went out in JTC. AI guide workgroup will be meeting virtually on Oct 27, 2023. Workgroup invited to attend the Maricopa Arizona AI summit in December. JTC and NCSC found some grant funds to send all members of the AI workgroup to the summit. In-person meeting on Oct 11, the day after the summit. Goal to have a digital version by annual conference in New Orleans

b. Revision of Court Security Guide – Nate Mingo provided an update.

Subcommittee created, and the first virtual meeting will be October 30, 2023. All subcommittee members have been provided with the current version of the guide, and our goal is to have the guide revised/ updated by the annual conference in New Orleans.

4. Communications Updates

a. [Website](http://www.nacmnet.org) – Jeffrey Tsunekawa provided an update.

Multnomah team completed major revisions to the committee pages, making everything more consistent across the website. Widget allows downloading of all committee meetings which allows automated updates. No more manual calendar entry. Another big-ticket item is the transition of the CORE website. Website is functioning as it should and there is a great committee supporting it.

b. Podcasts - Peter Kiefer reported on the podcasts.

September's podcast on statistics went out. Good panel discussion, asking questions and trying to use critical thinking skills. So far, 175 clicks on the podcast. 24000+ people have either watched or listened to a podcast since inception. October podcast “Should recidivism be considered a trial court performance measure.” November Podcast- Issues in smaller courts. Peter is looking for panelists to discuss issues such as remote hearing, judge-to-staff ratio, priorities between cities and courts.

c. Publications

i. [Court Manager](http://www.nacmnet.org/resources/publications/) - Melinda Brooks updated the Committee.

Dawn announced that the NACM Board approved to create a new sponsorship category for vendors who want to write articles.

Melinda stated that everything for the latest version has been sent to Chuck Campbell.

The Court Appearance article was edited and sent to Chuck.

This edition is set to release on November 20, 2023.

There was some discussion on sponsored articles and how we want to handle those.

The committee did not want a lot of sponsored articles. They would like the articles to be limited to one sponsored article per edition. They also wanted it clearly prefaced that this was a sponsored article. The Committee would like the integrity of the journal to be maintained as a professional journal. Dawn will follow up the board on guidance given.

Dawn announced the Board’s Decision on Memorials. The Board adopted the Committee recommendation for an announcement in the back of the Court Manager similar to the new member section. Erin Carr created a form for memorial announcements and it is listed on the NACM website.

ii. Court Express - Janet Cornell sent a report on the status.

The next edition is coming out in December. The latest edition was sent by email on October 11. Janet is looking for any member to speak on their value from NACM.

d. Social Media - Natalie Williams provided the Committee with an update on the status of social media.

Natalie requested that every use the social media request link to submit posting request. Dawn stated that Court Professionals Day/Week may be planned. The NACM Board discussed posting videos and Jeffrey Tsunekawa will follow-up with Natalie on the posting. The Board also decided that posting to social media for sponsored webinars is not necessarily due to the specific posting requirements and requests from vendors. The requests have become too cumbersome for a volunteer organization.

e. Webinars –

 i. Tyler Webinar – October 18, 2023, 2PM ET – Growing a Positive Public Perception of Jury Duty

75 people already registered. Not all are NACM members. Nate will handle this webinar. After this webinar, the Tyler Technologies sponsorship contract will be done for this year.

 ii. DEI Guide Webinar – November 20, 2023, 3PM ET – DEI Committee

iii. SCOTUS decisions and ICWA Impact – early 2024 – DEI Committee

iv. CORE Leadership Webinar – Spring 2024 - TJ BeMent presenter

7. Other NACM Committee Updates

a. Membership

The Committee is looking into a group discount for the end of the year. The discount was very successful last year.

b. CORE

Five CORE champions have been awarded. There has been a large uptick in submissions of structured responses, so far 278 turned in this year.

c. Conference Development

 i. 2024 Midyear Conference – Orange County, CA

 ii. 2024 Annual Conference – New Orleans, LA (Hilton Riverside)

Roger updated the Committee on ideas to enhance the virtual attendee experience. There is an idea to have one of the members who will be attending virtually to act as a host.

d. Governance

The Committee has asked for some guidance/policy on honorariums and sponsored webinars/articles. Governance will draft something to consideration.

e. DEI

Developing a training for next year on Inclusivity. It will be court-specific. They will highlight workplace inclusion to engage and retain staff. The goal is to train administrators to better engaged and help employees feel included.

Dawn and Nate will schedule a special meeting for new committee members to educate them on the committee.

**Future Meeting dates:** November 9, December 14, January 11, February 8, March 14, April 11, May 9, June 13