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***CORE COMMITTEE***

***Wednesday, May 29, 2019***

***3:00 P.M. ET***

*MEETING MINUTES*

**Call Participants:**

Christine Christopherson Janet Cornell

Jude DelPreore Norman Meyer

Edward McNachtan Kent Pankey

Christopher Reams Janet Reid

Kathy Griffin

The CORE Committee Meeting was called to order at 3:03 PM (EST). Kathy welcomed everyone to the conference call. Kathy asked if there were any additions/corrections to the minutes from March. It was mentioned that Kent’s name in the participants is Kenneth, Kathy stated that is how she has her list, but everyone calls him Kent, she will make that correction for future minutes. The minutes were accepted.

1: Core Presentation at Annual Conference:

* + As discussed on the previous committee call, the two sessions this year will consist of two breakouts each, for a total of two hours to dive into the competency more. Kathy shared the Conference Agenda showing the time and location of the sessions. Norman mentioned that he is doing a session Monday afternoon on Performance Appraisals and the Core curricula Workforce Management is used heavily throughout the session. Kathy also noted there is a Core Session Wednesday morning, in addition to the extending series.

2: Sub-Committee Report on Core Certificate:

* + Kathy shared that Kent, Janet and she met regarding the Core Certification/Program. Discussion about what would it consist of, such as how many sessions to watch, what level do we want to establish for the requirements were all flushed out. Norman’s concerns were the workload of tracking, he felt we should keep it simple but at the same time give it meaning to achieve. All agree that it would be great exposure to the Core and would possibly satisfy the members that are requesting a certification. The committee also agree not to make it a true certification but more an achievement process. We would do this on the honor system and we could set the parameters.
  + Other benefits of doing this were discussed not only promoting the Core, but a chance for the individuals to improve their own skill sets which in turn would strengthen the Court Community. Another plus noted by Christine would be using the individuals responses for the review committees. Kathy shared the proposal by Kent for the various levels that the participants could reach, all were in favor of this approach. We would give the participant a structured response to submit instead of a post test and the responses would then be reviewed by a sub-committee under the Core Committee. From those responses we could have a reoccurring article in the Court Express highlighting the responses.
  + Kathy will put together a proposal on what this “Core Champion” program would consist of and distribute to the Committee for review. Once a final proposal is agreed upon she will take it to the Board.

3: Curricula Review:

* + The two sub-committees working at the current time are Workforce Management and Educational Development. Norman gave an update on Workforce Management and indicated that they have a couple more calls but it is very close to being finalized. Janet indicated the same for Educational Development.

4: Power Points:

* + Kathy showed on the Core website how the various power points and resources are posted. She has just received 15 new presentations thanks to Kevin Bowling (14) and Janet Cornell (1). She will distribute to the committee for review and upon review, with no objections, post them to the website.

5. Happening around NACM:

* + Kathy mentioned that the educational sessions at the Annual Conference are going to be outstanding! For those not able to attend in person, she recommended that they watch via livestream.

* + Kathy thanked everyone for the service to the Committee. The next meeting is scheduled during the Educational Committee Meeting at the conference on July 24, 2019 at 11:30 a.m. If it is determined that another meeting regarding the Core Champion is needed prior to that she will schedule one in June.

**The meeting was adjourned at 3:54 p.m.**

**Chair:** Kathy Griffin – [kathy@nacmnet.org](mailto:kathy@nacmnet.org)