



COMMUNICATIONS COMMITTEE MINUTES

Thursday, April 9, 2020 - 4:00 p.m. ET

Chair: [Charleston Carter](#) Vice Chair: [Frank Hardester](#)
[Committee Page](#) [Committee Attendance](#)

Members joined from their computer, tablet, or smartphone:

<https://global.gotomeeting.com/join/361052541>, or

Dialed in using their phone: Dial: +1 (872) 240-3412 | Access Code: 361-052-541#

1. Welcome/Call to Order

Frank Hardester

T.J. BeMent, Melinda Brooks, Brandon Henson, Erin Carr, Charleston Carter, Janet Cornell, Giuseppe Fazari, Frank Hardester, Dorothy Howell, Peter Kiefer, Phil Knox, Kevin Lane, Rich Lynch, Amanda Marshall, Tina Mattison, Kent Pankey, Rick Pierce, Alyce Roberts, & Johnny Tse

2. Approve Minutes of January 9, 2020 Meeting

Frank Hardester

No changes offered. Minutes approved.

3. Conference Development Update

T.J. BeMent

T.J. reported that, at the moment, the annual conference is on. We are reviewing the matter week by week. T.J. noted that currently no one has canceled conferences in the area. Registration is open, the agenda is up on the website, and we are keeping our fingers crossed that we will be able to move forward with the conference. Kent asked if any of the registration deadlines will be extended. T.J. said that pushing forward Early Bird registration been discussed and the board is prepared to do that, but it will be decided as we move closer deadline dates. T.J. mentioned that if physical attendance is not possible due to budget cuts, our hope is that we will have the largest online presence of any conference. T.J. also explained that no definitive date has been assigned to decide to cancel the conference due to numerous factors that surround that type of decision.



4. Publications Updates

a. *Court Manger*

Frank Hardester

Charlene was not present on the call. Erin Carr reported an email from Janet via Chuck Campbell that final updates are being made to Court Manager and then it will be put out on the NACM website. Charleston will reach out to Charlene to inquire on the publication status. Janet Cornell and Kent Pankey inquired if we had any statistics on how often we are getting any hits on the online version vs. how much it was accessed when it was in print. Charleston will include that in his inquiry with Ms. Watkins.

b. *Court Express*

Charleston Carter

Jeffrey was unable to make the call, but Charleston reported that the next edition of Court Express will be available on May 20, 2020.

5. Electronic Directory Update

Dorothy Howell

Dorothy reported that the communication committee directory is completed. Ms. Howell would like Charleston review to confirm all members are represented. The directory will be sent to Charleston for final review. Once approved, the directory will be shared with all the committee members. Dorothy also thanked Alyce for her help on the project.

6. Media Guide Update

Amanda Marshall

Amanda reported that the final product is coming along. There have been a few delays due to the COVID-19. Many of the volunteers have been consumed by the crisis, therefore the deadlines had to be moved by one month. The first draft is scheduled to be ready by May 1, 2020. The final draft is scheduled to be done by June 26, 2020. Kevin suggested Amanda send out a reminder about 1 week prior to the due date to help nudge movement on the assignments (as needed). Amanda is able to monitor the progress on the google docs and has contacted those volunteers directly to inquire about the status of their work.

7. Membership and 2020 by 2020 Update

Tina Mattison



Michelle was not available for the call, however Tina reported as her proxy. Looking at Amazon merchandise to offer t-shirts other items with NACM logos to help raise money for membership scholarships and other programs. Two membership scholarships were awarded at the mid-year conference. Also, as part of the \$20 membership enhancement for non-members that attended the mid-year conference, 43 new members were added to our membership roster. The Early Career Professionals sub-committee is looking for nominations for the various awards that will be presented at the annual conference. Be sure to check online for more information.

8. Podcasts

Peter Kiefer

The podcast format has changed for April. Weekly podcasts are focusing on the COVID-19 topic and how courts are coping with the virus. The first episode was released April 2, and the second one was released April 9. On April 16, 2020, the focus is on virtual hearings. The podcast theme/focus is how the crisis is impacting the court on a functional day-to-day basis from a court administrator point of view. They have a rotating panel from across the country. Peter would like to have someone from New Orleans and suggested to have volunteers from that area reach out to him. We continue to see an increase in number of plays for the podcasts (1,000 plays in one week) showing value and continued demand in the project.

9. Public Landing Pages Update

Rick Pierce

Rick took controls as the presenter and showed the work his committee has been working on. Rick thanked Jeffrey Tsunekawa for all his work on this endeavor. Rick noted that if anyone had any ideas or other feedback to add information on these sites, to reach out to him or anyone on the board. An example landing page can be found here:

<https://nacmnet.org/funding-authorities-and-community-leaders/>

10. Social Media Update

Kevin Lane

Kevin reported the focus of postings have changed from the annual conference to more COVID-19 related information on all of the four social media platforms. Kevin thanked Alyce as his number one contributor for social media posts. Kevin encouraged anyone that may have content to send him potential postings.



11. Webinars Update

Charleston Carter

We have a potential webinar in the works that will be presented by Tyler Technologies. The board has requested additional information from Tyler and will approve or deny the sponsorship for the webinar upon completion of the review.

12. Website Update

Jeffrey Tsunekawa

Jeffrey was not available for the call.

13. Other

No additional items were discussed.

Next Meeting: Thursday, May 14, 2020, at 4:00 p.m. ET

DRAFT