



## COMMUNICATIONS COMMITTEE MINUTES

Thursday, October 10, 2019 - 4:00 p.m. ET

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

[Committee Page](#) [Committee Attendance](#)

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### 1. Welcome/Call to Order

*Frank Hardester*

Melinda Brooks, Zenell Brown, Nitu Gill, Frank Hardester, Brandon Henson, Kelly Hutton, Kevin Lane, Amanda Marshall, Tina Mattison, Andra Motyka, Jamie Owens, Kent Pankey, Carlene Redmond, Janet Reid, Tasha Ruth, Will Simmons, Jeffrey Tsunekawa, Stacy Worby, & Harry Yedalyan.

### 2. Introductions

*Charleston Carter*

Charleston was not able to make the call due to bad cell service. Frank took a moment to introduce Amanda Marshall as the new Media Guide committee chair.

### 3. Approve Minutes of September 12, 2019 Meeting

*Frank Hardester*

No changes or recommendations were offered. Minutes were accepted.

### 4. Conference Development Update

*T.J. BeMent*

TJ was not available for the call. No update was provided.

### 5. Electronic Directory Update

*Michael Cuffee and  
Dorothy Howell*

Michael & Dorothy were not available for the call. No update provided.

### 6. Media Guide Update

*Amanda Marshall*

Frank introduced media specialist Amanda Marshall who will be taking over as the Chair person for the Media Guide project. Ms. Marshall is the media specialist with the Cobb County Superior Court. She is very involved and versed on courts and media and we are happy to have her lead us with this endeavor. Amanda has been caught up to date and plans on contacting those who are interested and have already volunteered to help with the project regarding our next meeting date. Will mentioned it is important to maintain our collaboration with CCPIO going forward. Amanda recently joined CCPIO and is aware of their resources. Will plans to connect Amanda with the president of CCPIO as we move forward with this project. Zenell Brown volunteered to help the sub-committee on this endeavor. Amanda will be sending an email soon to set up our next meeting date for the media guide committee.



**7. Membership and 2020 by 2020 Update**

*Michelle Dunivan*

Michelle was not available for the call. No update provided.

**8. NACM Resource**

*Frank Hardester*

Frank reported on Dawn Palermo's behalf: Dawn reports that the index was created and now Roger Rand and Jeffrey Tsunekawa were trying to find an electronic way to search the index. Also, the board (or committee chairs) will be discussing which committees will continue to update the index. The index contains all conference sessions, webinars, podcasts, CM articles, guides and any other training/publication NACM puts out. That is a large job for just one person, so the updating may be divided into a few committees. Also, as committees change, the updates may be changing.

**9. NACM Store- NACM Guides**

*Jeffrey Tsunekawa*

Jeffrey reported that this is likely an older agenda item and that it can be removed from the agenda going forward.

**10. Podcasts**

*Frank Hardester*

Frank reported on Peter Kiefer's behalf: The October podcast to be released on October 17 is *What Generation X and Millennials are Saying about the Workplace: Three Perspectives*. Tina Mattison, Paulina Pasquarelli, and Stacy Worby talk about the up-and-coming generations as they flex their social and economic muscle. They will explain what this will mean to management and the workplace. Tina provided her perspective of this Podcast and is looking forward to keeping the momentum with this topic.

**11. Publications Updates**

a. Court Manger

*Tasha Ruth*

Tasha reported that the next deadline for CM is January 10, 2020. She wanted to thank everyone for the great articles we have received along with the volume of articles that have been submitted! She must maintain each publication for 5 articles. If you submitted something it may have to wait for a later publication due to the requirements.

b. Court Express

*Jeffrey Tsunekawa*

Jeffrey stated the last CE went out on 10/2/19. Went out to over 1600 people and over 600 opened and read the publication. Next edition will be out just before Thanksgiving. If anyone has any information that should be considered for publication, send it to Jeffrey.



**12. Public Landing Pages Update**

*Rick Pierce*

Rick was not available for the call. No update provided.

**13. Social Media Update**

*Kevin Lane*

Kevin reported that articles continue to get posted on social media. Kevin also went through each state to see if they had an Instagram account. He noted there are some false pages. As these sites are found, Kevin added them to our site. Noted that the next social media posts about the podcasts will be sent out on 10/17/19 in the a.m.

**14. Webinars Update**

*Charleston Carter*

Charleston was not able to make the call due to bad cell service.

Frank reported that the next Webinar is scheduled for 10/21/19 at 2:00 p.m. Eastern. Topic: Nonlawyer Navigators in State Courts

**15. Website Update**

*Jeffrey Tsunekawa*

Jeffrey advised that there is not much to update, but he has placed a few new photos on the site and made updates to the event calendar page. Goal is to enhance what we have. All of the conference videos are now on the site and noted the call for proposals for the 2020 conferences. The new podcast and job opportunities page seem to have an increased amount of traffic. Discussion was held about the requirement to have to log in twice on the site: 1 – Member's only area; 2- Court Manager site. Issue is related to the CM being a totally separate site. Recommendation to add verbiage on the site to alert users they will need to sign in twice. Jeffrey will get that verbiage added. Jeffrey also noted that Janet updated the Awards page has been updated since the annual conference.

**Next Meeting: Thursday, November 14, 2019 at 4:00 p.m. ET**