



COMMUNICATIONS COMMITTEE

Thursday, December 12, 2019 - 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#

MINUTES

1. Welcome/Call to Order *Charleston Carter*
T.J. BeMent, Charleston Carter, Frank Hardester, Brandon Henson, Peter Kiefer, Kevin Lane, Rich Lynch, Amanda Marshall, Tina Mattison, Andra Motyka, Dawn Palermo, Kent Pankey, Janet Reid, Danielle Rosete, Will Simmons, Johnny Tse, Stacy Worby
2. Approve Minutes of November 14, 2019 Meeting *Frank Hardester*
Charleston took the minutes from the last meeting in Frank's absence. No changes or recommendations were offered. Motion by Peter, second by Kevin. Minutes approved.
3. Conference Development Update *T.J. BeMent*
Midyear is gearing up...just finalized shared interest group session topic today. App will be updated. Everything is looking good. People are encouraged to look up the agenda on www.nacmnet.org. Also reviewing proposals for the annual conference. A lot of really good topics have been submitted! More information to announce after the new year. Charlotte...here we come!
4. Electronic Directory Update *Michael Cuffee and
Dorothy Howell*
Michael & Dorothy were not available for the call. Charleston reported that Dorothy said they will have an update in the next 2-3 weeks.



5. Media Guide Update

Amanda Marshall

Members from CCPIO along with NACM reps for each chapter of the media guide. Five chapters will be included in the guide. 1- Communicating the Courts Message; 2- Drafting an Effective Press Release; 3- Social Media; 4- Managing High Profile Trials & Emergency Situations; 5- Technology Effects on Media In the Courts; First drafts are due March 20, 2020. Complete Guide review April 10, 2020. Final Draft Due April 17, 2020. T.J. suggested to have a session at the July conference and Amanda agreed to work with T.J. on this topic.

6. Membership and 2020 by 2020 Update

Michelle Dunivan

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

7. NACM Resource

Dawn Palermo

The NACM Resource Directory is in the process of becoming electronic. Jeffrey Tsunekawa & Roger Rand will be providing an online presentation of what has been created so far. Still undecided which committee will be assigned to maintain / update the directory.

8. Podcasts

Peter Kiefer

Podcasts continue to be successful. December Podcast will be on time— Dealing with Multigeneration Workplace. Peter just wrapped up editing the January Podcast regarding Bail Reform. Anyone interested in doing the NACM Outreach segment on the Podcast are encouraged to contact Peter. Kevin Lane and Frank Hardester volunteered. Statistically, so far we have had 1,921 plays of our Podcasts with regular listenership of around 110 people. Looking at Spring podcasts re Open Data Standards and Opioid topics. Possibly a podcast regarding cell phone use and online dispute resolution topics.



9. Publications Updates

a. Court Manger

Tasha Ruth

Tasha was not available for the call. Janet stated the last edition for this year will be going out next week. Edits are being made to it now.

b. Court Express

Jeffrey Tsunekawa

Jeffrey was not available but did provide Charleston with an update. The last distribution of 2019 should be issued December 16, 2019.

10. Public Landing Pages Update

Rick Pierce

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

11. Social Media Update

Kevin Lane

We continue to publish various posts on social media. Two or three people continue to help with contributions on posts. Just started to promote NACM's mid-year conference. In December, want to focus on positive events in various courts. If anyone has something worth sharing, please forward that information to Kevin for NACM social media posting consideration. Kevin P advised he will send in something his court does. All others are encouraged to do the same.

12. Webinars Update

Charleston Carter

Plan on having another webinar on January 21, 2020 – Enhancing Caseflow Management to Ensure Effective Assistance of Counsel. Also, once we have everything in order, information will be sent out regarding Non-Lawyers Navigating in State Courts.

13. Website Update

Jeffrey Tsunekawa

Jeffrey was not available for the call. Charleston did report that Jeffrey continues to work on regular routine maintenance on the site. Jeffrey plans to bring a proposal re potential advertisement options on the NACM website.

Janet also provided that the website will have the strategic plan updated on the website by December 13, 2019.



14. Other

Charleston thanked everyone for their time and commitment to the communications committee. Your work is greatly appreciated! Charleston wishes everyone happy holidays to all and safe travels if you find yourself traveling this holiday season!!

Next Meeting: Thursday, January 9, 2020, at 4:00 p.m. ET

DRAFT