

**FULLFILLING THE PROMISE OF JUSTICE FOR ALL IN AMERICA**

CONFERENCE DEVELOPMENT COMMITTEE MEETING

Tuesday January 10, 2023, Minutes

1. Chair Rick Pierce opened the meeting at 2:00 p.m. ET with an approval of the December CDC meeting minutes (posted on website). In attendance were Rick Pierce (Chair), Jeffrey Tsuekenawa, Kathy Griffin, Tina Mattison, Kelly Hutton, Kent Pankey, Dawn Palermo, Janet Cornell, Mark Dalton, Melinda Brooks, Theresa Owens, Courtney Whiteside, Peter Kiefer, Phillip Knox, Sarah Brown Clark, Stacey Fields and NCSC staff, Val Gardner, Erin Carr and Jude DelPreore
2. Rick provided an overview of the midyear conference agenda including the following:
	1. Workshop and Plenary session schedule
	2. State of Minnesota’s Chief Justice and State Court Administrator will be opening the conference. Minnesota will be sending a significant amount of people to conference.
	3. Rick also let folks know that MAACM will be sending people to conference.
	4. There will be an ECP and first-time attendees’ reception at 5pm followed by the opening reception at 6pm.
3. Janet Cornell informed the group of the Court Express deadline as this Friday, January 13th for the February 10th issue. Melinda Brooks is working with Dawn on the Court Manager.
4. Rick provided a brief preview of the annual conference agenda, noting that all plenary and most workshop slots have been filled. The social venue is still being worked on for Tuesday night. Courtney is working with Rick to find some sessions for Municipal/Limited Jurisdiction information to be shared at the annual, as that has been a topic asked for in the membership surveys. Courtney tapping into work being done by NCSC regarding Rural Courts.

Janet informed the group that there has been a request for a more structured venue for ECP/First Time Attendees to meet and introduce themselves to each other, outside the reception. Discussion held on how to meet this need. Jude shared that there is one SIG slotted for annual at this time for DEI and perhaps we can use another SIG this purpose. Another suggestion was to have a Court Manager article on issues that new administrators may face. Rick will be part of ECP session on “Know Before You Go” which will walk newer members through what it will be like at the conference.

1. Kent Pankey announced that the email asking for hosts for mid-year has gone out and he’s already receiving volunteers. He will be working on updating the onboarding process to include the monitoring of the chat in the live session feeds.
2. Rick informed the committee of the progress on the DEI topic webinar (historical ramifications of landmark U.S. Supreme Court decisions on marginalized groups). This webinar will take place in the first half of 2023. Sarah Brown Clark indicated that there will include a teaser to get folks excited about the annual conference.
3. The next meeting date is set for Tuesday March 14th at 2 p.m. ET.
4. As the meeting adjourned at 2:35 p.m.