



**NACM CORE Subcommittee Meeting Minutes**  
**June 22, at 3pm ET**

**Present:** Tina Mattison Kelly Hutton TJ BeMent Kent Pankey Brandon Kimura  
Roger Rand Phil Knox Ellen Haines Ron Wilburn Norman Meyer

**I. Introductions**

**II. Notes from May 25, 2022 meeting**

The notes from the May 25, 2022 meeting were accepted.

**III. CORE Champion update – Kelly**

There will be 5 sessions at the annual conference that qualify for the CORE Championship program.

- CORE Workforce Management I – Dana Bartocci/Rob Martin
- CORE Workforce Management II – Dana Bartocci/Rob Martin
- CORE Operations Management – The Kitchen Sink of Court Administration – Tina Mattison/  
Kelly Hutton
- CORE Educational Development – Redesigning Education for the Virtual World – Julie  
Edwards-McDaniel and Margaret Allen
- Shared Interest Group (SIG) Tools, Strategies and Best Practices for Strategic Visioning and  
Planning – Zenell Brown/Richard Lynch

The NACM board will be discussing the future of the CORE Champion Program and determining what it should entail as it moves from a pilot program to a permanent program. The group expressed that they believe in curriculum and that we need to continue to build on the foundation. Further discussions was held regarding how to track the program long-term with the possibility of a learning management system and on the possible expansion of the program to include sessions hosted by state associations and other entities. The group also discussed that we need to increase participation and engagement in the program by perhaps automatically emailing participants or handing a copy of the structured response at the sessions.

**IV. Curriculum Review**

**a. Court Governance update**

The final proposed updates to the Court Governance curriculum were sent out with the agenda. The consensus of the group is that it is ready to publish. Tina will take a look at what curriculum could be reviewed next as we have been through each.

**V. Old/New Business**

Norma discussed how he and Janet are working on a manual for the courts in Moldova and are leaning on the CORE curriculum which is another demonstration of how important the CORE is the NACM and Court Administration as a whole.

**Next meetings:** In person at the annual conference with the Education Committee, July 13 at 11 am