



MIDYEAR BOARD MEETING
Saturday, February 3, 2024

Present: Rick Pierce, Jude Del Preore, Greg Lambard, Tina Mattison, Kelly Hutton, Erin Carr, Jennifer Haire, Jeffrey Tsunekawa, Creadell Webb, Roger Rand, Cheryl Stone, Brandon Kimura, Nate Mingo, Dawn Palermo, Nicole Garcia, Kristie Collier

1. President's Report

- a. Tina recapped the Officer meeting and mentioned that the Officers reviewed the upcoming renewal of the NCSC/NACM contract.
- b. December 5 Board Minutes – The minutes were approved.

2. President-Elect's & Conference Development Report

- a. A know before you go for first time attendees was completed.
- b. Roger and Kristie did a great job filling the host spots for the conference.
- c. Tina reviewed the conference agenda with the board.

3. Vice President Report

4. Secretary/Treasurer's & CORE® Committee Report

- a. Greg gave a brief budget update.
- b. Jeffrey asked about the investment account. Kelly said that when Erin and her met with the investment contact he said to wait until 2024 to decide on changing investments.
- c. SJI Funds – Greg reviewed that the officers came up with CORE Trainings, a CORE guide, CORE Executive summary, and possibly scholarships to use the leftover SJI funds from 2023. Greg said they're open to more ideas if anyone has any.
- d. CORE Update
 - i. The IT work group is going through curriculum and identified areas where IT needs to be added. Once everything is identified they need to figure out who will do the actual update.
 - ii. DEI work group is going through and watching videos and seeing where DEI needs to be added. So far, they've found that in many videos DEI concepts are there. In some videos there could be extensions to add DEI or update the SRTs to add questions to see if people identified DEI within the video.
 - iii. Charles Mapp is working on creating more CORE Champion trainings. Nevada is very interested in having a training that would be funded by them. Kelly added that there were 5 other states that have reached out about also having a training.
 - iv. Norman Meyer's work group has been diligent in creating executive summaries.
 - v. CORE committee came up with minimum qualifications for someone to be eligible to do a CORE training.
 - vi. Phil Knox has been adding self-assessment exercises to curriculum. Greg will send minutes to the Board.



- vii. Jude's work group is working on slides that are approved for CORE courses that presenters have to be begin with.
- viii. CORE work group came up with two options they would like to proceed with. Kelly sent [updated versions](#) that could be pushed out to state associations or anyone who would like to hear the CORE. The cost would be presenter travel, per diem, facility space, etc. Presenter would just show up, present, then go home.
- ix. Court Management Unleashed – new version from Chattanooga. Dawn suggested getting rid of Governance and adding Public Trust and Confidence. You could walk away with CORE explorer and/or Principle certificate. This would be the program offered in Rural areas and SJI funds would be used. **Greg made a motion to approve the build your own CORE course and court management unleashed.** Cheryl seconded the motion. All in favor, none opposed. **The motion is approved.**

5. Immediate Past President's Report

- a. The past presidents have only formally met one time since July.
- b. Jeffrey would like to target April 22 to announce board candidacy and leave it open until June 7. There will be the regular three positions plus the one vacant position that will be for one year.

6. Governance Committee Report

- a. Ethics is moving along with the code review.
- b. Original Resolution – Subcommittee ended up deciding on a hybrid resolution recognizing current court employees and something to bring in future court employees. The subgroup will start working on the original resolution in February.
- c. Operations Manual draft was sent around. Governance added the three policies that were approved last board meeting as appendices. On page 23 there was a blank number nine that Brandon will omit. **Brandon made a motion to amend the operations manual based on recommendations sent out prior to the board meeting.** Dawn seconded the motion. All in favor, none opposed. The motion is approved.
- d. Nicole sent technical edits to the Bylaws at the Fall Board Meeting. **Nicole made a motion to adopt the non-substantive bylaw technical edits that were submitted in October.** Nate seconded the motion. All in favor, none opposed. **The motion is approved.**
- e. VOP Survey – Governance will touch base with people who have done this in the past and will start on it.
- f. SOP address, National Agenda, and Strategic plan will all be taking place before the end of the year.

7. Membership Committee Report

- a. Membership Survey Results – The survey allowed NACM to gather demographic information that they couldn't before. There weren't enough responses to consider it a representative picture of membership. Cheryl feels they should align the survey with the conference in order to get people to take it. Brandon mentioned that the VOP survey is usually sent out at annual and the two surveys already conflict, and suggested maybe they



should combine the two. Cheryl commented that most of the responses were not ECP members. There were a few demographic questions that another option should be included. There was a relatively high number of people who were disabled that responded and have not attended a conference in person. Areas of improvement had to do with online materials. The podcasts were the biggest area of interest. Court security, employee engagement, use of technology, and public confidence were topics of interest.

- b. This week kicks off the swag contest. There will be a social media push at the end of the conference. Cheryl is looking for judges of the swag designs.
- c. Kristie shared that they had a great new member Zoom session in January. Committee chairs shared a lot of information. There will be no changes for the next one except for the time. Tina shared that there were 75 people when she first logged on.
- d. Member Benefits – After the swag contest Cheryl was going to take a look at the benefits and review them. She would like to find a way to promote them.

8. Communications Committee Report

- a. Court Express is coming out after Midyear.
- b. Court Manager is in the final stages of the Winter edition – getting posted by March 4. Submissions will be due April 8.
- c. Guides – AI Guide is in the works. That will be the online publication coming out in July. Nate is working on the Court Security Guide revision. Also trying to get this completed by July.
- d. Podcasts come out the third Tuesday of every month.
- e. Social media – NCSC rep was on the last call and suggested having a social media terms of use policy. Dawn isn't sure which step the policy is in at the moment. Greg suggested Governance review it. Tina reminded the board that not everything gets filtered through the Communications committee. Each committee can draft something and send it to Erin to send out to membership.
- f. February 22 is the next webinar. There are 85 people registered but not all are members. March 4 Jeffrey and Ideas42 are doing a webinar. March 19 is Tyler's first webinar. April 22 is the NACM CORE Leadership being presented by TJ BeMent. Dawn asked if Greg and Kelly would like to do another CORE webinar in the Fall. Kelly said CORE Committee can talk about it.
- g. Website – two major accomplishments last year were the committee page updates and moving CORE to nacmnet.org.
 - i. Jeffrey was contacted by John Thomas noting that NACM didn't have any website maintenance for 2024. Officers did an emergency approval of 3 months maintenance contract. Jeffrey and Roger were satisfied with the work John has done so far and received an estimate to finish out the rest of the year. Rate is staying the same for maintenance and overall cost is a little less than previous years due to CORE being rolled into NACM. **Jeffrey made a motion to approve the website maintenance contract with Always Be Creating for 2024. Kelly seconded the motion. All in favor, none opposed. The motion passed unanimously.**
 - ii. Jeffrey reviewed the year end website report with the board.



- iii. Jeffrey asked the board to provide feedback to him on what they think needs to be done to the website. Jeffrey recommends making color changes – changing from grey to another color and updating images.

9. DEI Committee Report

- a. DEI Collaborative is spearheaded by NCJFCJ. There are 14 member associations that are meeting to discuss DEI training and idea sharing. They will form a bureau of speakers that will provide content on DEI that all associations can draw from.
- b. Dawn shared the webinar information in her report.
- c. Creadell and Roger will be meeting with Barbara Marcille to discuss what they've done concerning inclusivity in their court.
- d. Conference Presentations – there are two presentations with John Laing at Midyear. Roger thinks that the one session will be a great networking opportunity for people. Creadell shared the topics of his DEI presentation at Midyear.
- e. 2024 DEI goals will be to broaden the scope of diversity training to be inclusive, increase belonging, and let everyone know they are part of the conversation.

10. NCSC Report

- a. Supporting a CCJ-COSCA “rapid response team” on AI in the courts (POC: Shay Cleary)
- b. Supporting a CCJ-COSCA working committee on legal education and reform (CLEAR) (POC: Danielle Hirsch)
- c. Recently released NCSC’s 2023 public opinion survey, and have been conducting additional focus group work—more on that part coming soon (POC: Jesse Rutledge)
- d. Recently released January 2024 Survey of Judicial Salaries
- e. Working on a wholesale website redesign for NCSC—major project that will take most of 2024 (POC: Molly Justice)
- f. eCourts in December - just sent out an education survey. The call for proposals will be going out after NACM midyear. (POC: Jennifer Haire)

11. Partner Reports & Updates

- a. Jeff Schrade – NASJE – They have about 300 members that have specific educational functions. They have members from all states but two or three. The 2024 annual conference will be in September in Tempe, AZ. The 2025 conference will be in Philadelphia for the 50th anniversary of NASJE. They’re doing a lot of work updating the principles and standards of judicial education. NASJE is creating a database of presenters that will be launched during the 50th anniversary. NASJE has contributed to the NACM CORE and assisted with presenting it at conferences.
- b. David Yamasaki – NAPCO – The board likes to share with industry participants the things the association does for court leaders. A big piece is collaborating with court administrators and judges and maintaining a productive relationship between administrators and presiding judges. The next conference will be in August 2024 in Denver. Much of what NAPCO does is available on their website: <https://napco4courtleaders.org>.



12. New Business/Open Discussion

- a. Board Health – Membership has found it helpful that she has committee members that have volunteered to take on tasks so it's not all on the chair.
 - i. Jude shared that if any directors come under fire from their employers past presidents have assisted by reaching out to the employer on behalf of NACM and that board member.
- b. The board received a tour of the conference space from Val.

13. Executive Session – The board went into executive session after the tour.

14. Adjourn