



# ***CORE COMMITTEE***

***Wednesday, July 26, 2017***

***3:00 P.M. ET***

## **MEETING MINUTES**

### **Call Participants:**

Kathy Griffin  
Dawn Palermo  
Kent Pankey

Janet Cornell  
Pete Kiefer  
Judy Ly

Renee Danser  
Jude Del Preore  
Adrienne Eagan

Sarah Couture  
Frank Hardester  
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The CORE Committee Meeting was called to order at 3:03 PM.

Kathy welcomed everyone to the meeting and welcomed the new members to the committee. Proper protocol of the meetings was discussed. She mentioned that new time for the calls, 3:00 p.m. ET on the 4<sup>th</sup> Wednesday of each month.

Curricula Review Process: Kathy mentioned that the second review group has been formed, Budget and Fiscal Management, and is scheduled for their kick-off meeting this Friday, July 28, 2017. She thanked Janet C. and Renee for all their work on this subcommittee and turned it over to them for a recap. Janet C. echoed the fact that the first review group has all had input on the changes and they have had several revisions, they are scheduled to meet again in the next couple of weeks. Grey Lambard is leading that group. Renee gave an update on the second work group and stated the lessons learned from the first group, they group needs to be clear on the scope of the project. Making sure that it is only to keep the material relevant and fix and glaring errors. Kathy thought it would be helpful to share the document created for the review process, if it hadn't already been, all were in agreement.

Kathy mentioned that the Core Session during the Annual Conference was a success, as was the whole conference, thanks to that we have a few more volunteers for the Committee and also on the sub-committees.

Kathy stated that goals for the upcoming year would basically remain as the previous year. The main areas would be to continue to review and refresh the curricula material, market the Core and continue to roll-out sessions at the conferences. Janet Cornell mentioned that we should continue to have an article in the Court Express, discussion about the content of the article. Kathy will follow up on that in addition to the monthly newsletter on the Core website. The one goal from last year that was not completed, creating toolkits and assessments, was discussed in length. Janet C. and Jude mentioned how helpful these are and felt that should continue to be a goal. Janet C. will forward to Kathy the links to share with the Committee. Kent thought it would be great to see where ICM and MSU stand with their alignment of the curricula for their respective courses. Kathy mentioned that they both gave an update at the last Board meeting and ICM thought by the

end of the year and she believed that MSU was already using the new curricula for their classes. She will follow-up with both.

Meeting was adjourned at 3:42 p.m.

**Chair:** Kathy Griffin – [kathy@nacmnet.org](mailto:kathy@nacmnet.org)

**Vice-Chair:** Alfred Degrafinreid – [alfred@nacmnet.org](mailto:alfred@nacmnet.org)