



**NACM Governance Committee
Conference Call Meeting Minutes**

A conference call via telephone and online webinar of the NACM Governance Committee was held on Wednesday, February 20, 2019 at 2:00 PM (EST). The meeting was called to order at 2:02 PM (EST) by Greg Lambard, Chair. The meeting proceeded as follows:

I. Roll Call and Introductions

The following committee members and guests were present:

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|-----------------|---------------------|
| - TJ BeMent | - Tina Mattison |
| - Paul DeLosh | - Rick Pierce |
| - Nicole Garcia | - Janet Reid (NCSC) |
| - Kathy Griffin | - Alyce Roberts |
| - Peter Kiefer | - Will Simmons |
| - Greg Lambard | - Angela VanSchoick |

II. Review of Minutes

The minutes from the January 16, 2019 meeting were reviewed and approved as submitted.

III. Operations Manual Sub-Committee Update

Greg discussed the need to change the Articles of Incorporation for NACM in order to allow a change in the number of Directors in the By-Laws. He will work on modifying the current Articles using the Articles from the NCSC as a model. The goal is to make the language more generic so that a similar change of the Articles will not be necessary should NACM wish to change the number of Directors in the future. Once Greg has created a draft, Paul DeLosh will look for a volunteer attorney, who practices in Virginia (NACM is incorporated in Virginia), for assistance in finalizing the draft. There are timeframes in regard to notice to the NACM members that will need to be adhered to in order to ensure that a legally valid vote can be taken at the annual conference business meeting. Janet Reid noted that the vote will need to be a paper vote to comply with Virginia law. At the mid-year Board meeting a vote, provisional on the successful alteration of the Articles, passed to alter the By-Laws in order to lower the number of Directors to nine.

Angie VanSchoick reported out for the operations manual sub-committee. The editorial changes to the operations manual that the sub-committee had previously proposed have been presented to the Board. Board members have been subsequently sending their proposed edits to Angie. Angie noted that reformatting of the manual will necessary as well. The sub-committee will be meeting this coming Monday, February 25, 2019.

IV. Update on the Board's Strategic Planning Plans

Rick Pierce mentioned that the work on the new plan covering 2020-2023 continued at the mid-year Board meeting and should culminate into a final plan late Summer/early Fall of this year. He then reviewed this year's objectives under the current strategic plan covering 2016-2019 that are either wholly or in part the responsibility of this Committee. A discussion (paraphrased below) ensued on each objective about what the Committee should do and whom might be willing to work on particular objectives:

Subject Focus Area (SFA) #3: Advocacy for the Profession GOAL 1: NACM will be an influential and respected voice on behalf of courts and the court management profession.

i. Create a variety of talking points for members to use for community outreach

This is something the Governance Committee would do in conjunction with the Communications Committee. Rick said that such a resource could be used for "Meet your Judge" nights, Rotary Club presentations, school presentations... He suggested we determine if any State Court Associations have put out similar guidance to their membership. It was noted that a corresponding review should be undertaken of NACM and NCSC documents. Alyce said she will poll the Communications for a volunteer to work with Governance on this objective.

ii. Develop a response of the profession to issues of public trust

Discussion has started on this topic. As a first step, a draft original resolution has been created by Rick. He asked for feedback on that draft by March 15th. The conversation on what other techniques may be utilized to emphasize NACM's position on this issue (identified as most important in the Voice of the Profession member survey) will continue. Tina Mattison and Nicole Garcia volunteered to assist on this objective.

iii. Create opportunities to promote the profession in college programs

This is a continuation of an effort that was in it's infancy last year. Rick noted that the NCSC is discussing a partnership with a major university, regarding connecting students with our profession. The main item worked on last year by Jeffrey Tsunekawa and Janet Reid was a landing page that the Committee hoped to direct academics to highlighting the first ever Voice of the Profession (VOP) Address and promoting our profession. Time constraints ended up resulting in no hard launch for the page. The page will serve though, as a great starting point for a revised page coordinated with the next VOP Address. Alyce volunteered to work with Rick on the content of the landing page and to coordinate with Jeffrey regarding the timing of a launch.

SFA #4: Association Governance GOAL 1: NACM’s governance is representative, responsive, and effective.

- i. **Generate “thank you” notes to committee members for their service and contribution**
No discussion ensued.
- ii. **Create a structure for forms, agendas, policies with possible numbers assigned to policies**
It was mentioned that Frank Hardester proposed a potential format for NACM policies at the mid-year Board meeting. Greg will work with Frank to examine the work done last year on the appendices format, in order to determine if a new policy format would be advantageous. Alyce said she would like to participate in this discussion as well.
- iii. **Generate “thank you” notes to employers noting committee members’ service and contribution**
No discussion ensued.
- iv. **Better tracking of strategic planning efforts and accomplishments**
Greg noted that the tracking of NACM’s strategic planning efforts has largely been accomplished in the past through the analysis of the quarterly committee reports. Tina said that the consultant used to develop the current NACM Strategic Plan utilized something called a companion guide (or compendium?) to track the progress of plan implementation. She said she would find the document to share with the Committee.
- v. **Develop a better branding policy for use of logo, font, content, etc.**
As a branding policy had been worked on rather recently it was decided that this objective has in fact been completed. To the joy of all!

V. State of the Profession Address Outline

Greg led the group through the current State of the Profession (SOP) Address outline.

In the opening section the notion that there should be an underlying theme to the Address was discussed. Previous suggestions had been the theme be related to the conference theme, that it might be pulled out of the current strategic planning effort, or that it could focus on the wave of reform occurring in the Courts. Janet noted that the conference theme is “Courts and Society: Creating Public Trust Through Engagement and Innovation.” Those on the call felt this meshed well with the current Voice of the Profession focus on public trust and confidence in the courts. It was suggested that public trust in the court system be weaved in throughout the Address. It was also agreed that every SOP Address touch at some point on our shared values and purpose. Rick asked Paul if he would like us to tie in a real life story regarding public trust and confidence in the Courts. Paul thought that was a good idea, perhaps looking for such an example from the host state, that highlights the issue and shows a positive response.

Alyce said that in section two regarding court system trends, while the noted items reflecting on the State of the State Courts from the NCSC, fines and fees in conjunction with bail practices, sentencing reform, etc. are important, they are starting to become catch phrases. She suggested that we attempt to change this up a bit. There was agreement on this by the Committee. Paul

said that this section might benefit by noting current events or efforts that illustrate the noted trends. Greg said that perhaps this could mean merging or at least directly linking the court trend section of the Address with the NACM and NACM member efforts section of the Address.

Section three entitled, “What is the State of the Profession?” was discussed next. The three items currently listed are: technology; artificial intelligence; and public perception. This list was received favorably by the Committee. Alyce especially liked the focus on the use of artificial intelligence in the Courts. She said that perhaps Marcus Reinkensmeyer and Ray Billotte could help on content regarding the application and impact of artificial intelligence on the Courts. Peter Keifer said that weaving in the proliferation of self-driving automobiles and the resulting effect on limited jurisdiction courts might be something that would add interest to the audience.

The section on NACM and NACM member efforts was discussed. Alyce said that she would ask that the Address highlight the recent efforts on the Plain Language Guide and the new Podcasts that NACM is producing. There was also support voiced for mentioning the strong partnership engagement work that NACM has been involved in this past year.

VI. New/Other Business

No new business was brought forward.

VII. Adjourn

The meeting was adjourned at approximately 3:02 PM (EST). The next meeting of the committee will occur on March 20th at 2:00pm EST via telephone and web.

Respectfully Submitted:

Greg Lambard
Governance Committee Chair