



## CORE® COMMITTEE

### Meeting Minutes

October 23, 2024 @ 3:00 p.m. ET

**Attendees:**

Kevin Bowling	Brandon Kimura	Ed McNachtan	Roger Rand
Melinda Brooks	Phil Knox	Mallory Minor	Creadell Webb
Janet Cornell	Tina Mattison	Greg Lambard	
Rachel Downing	Charles Mapp	Rich Lynch	
Peter Kiefer	Norman Meyer	Dawn Palermo	

#### 1. Welcome and Introductions

Greg welcomed everyone to the meeting. He discussed moving the November meeting date to the 21<sup>st</sup> so as not to run too close to Thanksgiving. **It was agreed that the November meeting will be switched to 11/21 at 3pm ET.**

#### 2. Approval of the September 25<sup>th</sup> minutes

The minutes were approved after a spelling correction.

#### 3. Discussion of projects for this Board Year

**a. Curriculum Review – Budget and Fiscal Management - Roger**

The WG will be having it's initial meeting soon.

**b. Curriculum Review – Caseflow and Workflow - Charles**

The WG has it's initial meeting on October 28<sup>th</sup>. They are going to invite Howard Berchtold to join the WG

**c. Creation of Companion Diagnostic Tools for each Curriculum - Janet and Lisa**

No update at this time. Rachel volunteered to join the group.

**d. Creating a CORE® Champion two-min video to introduce the program – Greg and Jeff**

Peter will be joining the effort. Work will commence after Peter has had a chance to get settled into his new home.

**e. Creation of a WG to review CORE® Champion videos to see if they are still relevant/current**

Kent Pankey, Rachel, Norman, and Rich volunteered to be part of the team. Greg will look for someone to chair the WG.

**f. Continue to offer CORE® Trainings**

- i. Since our last meeting we completed trainings in Washington and Nevada – The feedback has been very positive.



- ii. Upcoming trainings PACM (early November), and potentially Vermont (TBD, but likely in the Spring).
- iii. Nebraska might use the NACM Annual Conference as a kickoff for CORE trainings

**g. Holding two CORE® Webinars**

- i. Operations Management January 25th
- ii. Budget/Fiscal Management Fall 2025

**4. Open Discussion**

No items brought up.

**Future Meeting dates (Every 4<sup>th</sup> Wednesday at 3pm EST)**

**November 21, 2024 (Changed)**

January 22, 2025

February 26, 2025

March 26, 2025

April 23, 2025

May 28, 2025

June 25, 2025