National Association for Court Management
Strengthening Court Professionals

Communications Committee

Thursday, October 22th @ 4:00 p.m. ET

Chair: Melinda Brooks Vice Chairs: Stacey Fields and Timothy Ezell

1. Welcome

Vice Chairs Stacey Fields and Timothy Ezell welcomed participants and opened the October meeting.

2. Communications Projects Updates

Website

Erica Payne-Santiago provided an update on current website projects.

- The Website Subcommittee continues working on the CORE® Champion Program learning management system (LMS) and its integration with the NACM website.
- A comprehensive homepage refresh is also being planned to complement the recently updated member portal.
- Committee members were encouraged to share suggestions and sign up to assist Erica regarding the website's design, appearance, navigation, and functionality.

Court Leader's Advantage and A Question of Ethics Podcasts

Peter Kiefer provided an update on NACM podcast programming.

- The latest *Court Leader's Advantage* episode addressed managerial burnout and what courts can do to recognize and respond to it.
- Podcast engagement was reported at approximately 370 views or listens per episode.
- An upcoming live recording of *A Question of Ethics* will address ethical considerations involving retired court employees returning as consultants or interim personnel while receiving pension benefits.
- Courtney Whiteside and Rick Pierce will participate in a scenario to introduce the discussion.
- The recording is planned for October 26th at 2:00 p.m. ET via Zoom, with Peter Kiefer to share participation information.
- An edited version is expected to be released in conjunction with the November 19 edition of *Court Manager*.

The committee also discussed the use of short podcast video clips featuring selected quotes. Sara Miles was recognized for suggesting the approach, which is being used to promote podcast content through NACM's social media channels.

Court Manager

The committee received an update on the upcoming *Court Manager* publication.

- The Fall 2026 edition is scheduled for publication on November 19.
- Four featured articles are planned:
    - Annual Conference recap.
    - Unauthorized recording of court proceedings.
    - Trauma and court personnel.
    - Community justice workers and the scale of justice.
- The 2027 *Court Manager* publication schedule has been finalized and will be shared with committee members.
- The schedule will assist regular contributors and columnists with planning submissions around publication deadlines.

The 2027 publication schedule will be included with the meeting follow-up materials and appended to the minutes.

Court Express

The committee received an update on *Court Express*.

- The deadline for submitting content for Volume 28, No. 4, is Friday, November 13.
- The issue is expected to be published in early December and will be the final edition of 2026.
- Committee members were encouraged to submit announcements, committee updates, meeting highlights, member recognition items, and other relevant news.
- Contributors were reminded to consider the publication timeline when preparing submissions.

Melinda Brooks also shared that she had encouraged attendees at an Access to Justice Conference earlier that day to consider submitting articles to NACM publications.

Social Media

The committee received an update on social media activity and analytics.

The following results were reported for the preceding 30 days:

- **Facebook:** Approximately 1,600 followers, an increase of 31.
- **Instagram:** Approximately 620 followers, an increase of 17.
- **LinkedIn:** Approximately 2,750 followers, an increase of 45, with 7,869 impressions and 3,671 members reached.
- **Facebook and Instagram:** More than 10,000 combined views.
- Photo-based posts continue to generate the highest engagement, generally receiving approximately 30 to 60 likes or reactions.

The Social Media Subcommittee recently met to review analytics and discuss content strategies. The committee also discussed continued use of podcast clips and other multimedia content to promote NACM programs and resources.

Webinars

The committee reviewed upcoming webinar programming.

- **November 23:** CORE® Educational Development and LMS.
- **December 10:** Social Media.

Presenter information for the November 23 webinar will be confirmed.

Melinda Brooks also reported that the recent Tyler Technologies webinar received more than 350 registrations, with approximately 140 to 150 participants remaining for the full session.

2026–2027 Communications Roadmap

Stacey Fields provided an update on the Communications Roadmap and centralized content calendar.

- Stacey plans to test the calendar during November.
- The calendar will bring together publication dates, webinars, social media activity, advance notification timelines, and other communications.
- The calendar will also identify responsible contacts and information needed to coordinate communications across committees.
- Feedback from the November trial will be used to refine the calendar before broader implementation.

The committee discussed how the roadmap could improve advance planning, reduce competing communications, and strengthen coordination among NACM committees.

2027 Goals and Objectives

The committee received an update that during the Fall Board meeting the Communication Committee leadership identified three goals for 2027. These goals will be reviewed during the next committee meeting.

3. Other NACM Committee Updates

Membership

The committee received an update on Membership Committee activities.

- Coordination involving tribal courts continues, with an initial meeting targeted for the first week of November.
- Outreach templates have been developed for schools and universities near NACM conference locations to encourage engagement.

- Follow-up outreach is underway with participants from the Florida Annual Conference to explore opportunities for continued involvement.
- An inaccurate membership discount advertisement was identified and permanently removed from the NACM website.

The committee also received information on the new *Members on the Move* initiative.

- The initiative allows members to submit professional accomplishments, promotions, educational milestones, and other achievements through an online form.
- Submissions will be coordinated through Erin and forwarded to Sara Miles for social media promotion.
- Diana Gibbons was identified as the first member featured through the initiative.

Early Career Professionals

The committee received an update on Early Career Professionals (ECP) activities.

- The next meeting is scheduled for Wednesday, October 28, at 1:00 p.m. ET.
- Dan Wallace will present *Action Over Apathy*.
- The committee is considering changing its name from *Early Career Professionals* to *Emerging Court Professionals*.
- The proposed name change follows discussions at the Fall Board Meeting and will be presented to the Board for consideration.

Governance and DEI

The committee received updates on Governance and Diversity, Equity, and Inclusion activities.

- The Governance Committee continues reviewing the Model Code of Conduct canons and potential Bylaws revisions for further committee discussion.
- The DEI Committee is considering two presentations for November, subject to committee approval.
- Proposed topics include explicit and implicit bias and the Establishment Clause and First Amendment considerations ahead of the holiday season.

State and Partner Associations

The committee received an update on State and Partner Association activities.

- Scale Justice presented information at a recent meeting regarding technology and services supporting access to justice.
- Work continues on the *Find Your Association* webpage to update listings and add missing state associations.
- Members interested in assisting with the directory updates were encouraged to contact Kelly.
- Regular coordination meetings are taking place among NACM CORE® leadership, Kelly, Zach from the National Center for State Courts (NCSC), and other participants to improve collaboration between the organizations.

CORE® Committee

The committee received an update on CORE® programming and educational initiatives.

CORE® Champion Program

- Testing and development continue on the LMS that will support self-paced participation in the CORE® Champion Program.
- The platform is expected to provide access to educational content and transcripts.

CORE® Unleashed

- The State Justice Institute (SJI)-supported initiative is identifying courts that will receive on-site training.
- Participating courts may select training covering all 13 CORE® competencies or a selection tailored to their needs.
- Approximately 12 on-site training sessions have been conducted, including programming in Wyoming.
- Interest has been reported among smaller courts, including those with three to seven employees.

Training and Partnerships

- CORE® programming continues through regional training, webinars, conferences, on-site instruction, and partnerships with individual jurisdictions.
- At least two webinars are planned annually.
- Facilitated learning sessions combining recorded content with group discussion have been piloted in North Dakota and Oregon.
- Work is also underway with Oregon and Janet Cornell on orientation content intended for court professionals across different job functions.
- Aaron Burdick is working on additional curriculum development.

The committee discussed the relationship between NACM's CORE® curriculum and NCSC's Institute for Court Management.

- CORE® was described as complementary to ICM rather than a competing curriculum.
- CORE® provides professional development opportunities for frontline supervisors and court personnel who may face barriers to participating in ICM.
- The curriculum also supports smaller and limited-jurisdiction courts with fewer training resources.
- Continued coordination among NACM, NCSC, and SJI was discussed as important to supporting complementary educational opportunities.

Conference Development

The committee received updates on NACM's 2027 conferences.

2027 Midyear Conference

- Session proposals have been submitted and scored.
- A review group is being formed to evaluate proposals and finalize session selections.
- Additional information regarding selected sessions is expected in November.

2027 Annual Conference

- Planning continues for the July 2027 Annual Conference in Tacoma, Washington.
- The committee received general information about Tacoma and the upcoming conference location.

4. Follow-Up Items

- Timothy Ezell will distribute the finalized 2027 *Court Manager* and *Court Express* publication schedule and include it with the meeting materials.
- Committee members are encouraged to submit content to Janet Cornell by November 13 for the final 2026 *Court Express* issue.
- Stacey Fields will conduct the November trial of the Communications Roadmap and gather feedback.
- Erica Payne-Santiago will continue coordinating the website homepage enhancements and CORE® LMS integration while seeking volunteers to assist.

5. Next Meeting

The next Communications Committee meeting is scheduled for:

Tuesday, November 17, 2026
4:00 p.m. ET

The November meeting has been moved from the regular fourth-Thursday schedule due to the Thanksgiving holiday.

Prepared by:
Timothy Ezell, Vice Chair
Communications Committee

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Court Manager – 2027 Publication Schedule

First Quarter – 2027 → Mid-Year Conference Issue

Submission Deadline	Wednesday, February 3, 2027
Final copy deadline	Wednesday, February 24, 2027
Ad space reservation deadline	March 3, 2027
Magazine to artist for layout	March 10, 2027
Magazine posted online	March 24, 2027

Second Quarter – 2027

Submission Deadline	Wednesday, April 28, 2027
Final copy deadline	Wednesday, May 19, 2027
Ad space reservation deadline	Wednesday, May 26, 2027
Magazine to artist for layout	Wednesday, June 2, 2027
Magazine posted online	Wednesday, June 16, 2027

Third Quarter – 2027 → Annual Conference Issue

Submission Deadline	Wednesday, July 21, 2027
Final copy deadline	Wednesday, August 11, 2027
Ad space reservation deadline	Wednesday, August 18, 2027
Magazine to artist for layout	Wednesday, August 25, 2027
Magazine posted online	Wednesday, September 8, 2027

Fourth Quarter – 2027

Submission Deadline	Wednesday, October 13, 2027
Final copy deadline	Wednesday, November 3, 2027
Ad space reservation deadline	Wednesday, November 10, 2027
Magazine to artist for layout	Wednesday, November 17, 2027
Magazine posted online	Wednesday, December 1, 2027

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NACM Court Express 2027 Production Schedule
Winter 2027—Vol. 29/1

[Mid-Year Conference: 2/7-9/27]

Submission deadline	Friday, January 8
Magazine to artist for layout	Friday, January 22
Magazine posted online	Friday, February 5

Spring 2027—Vol. 29/2

Submission deadline	Friday, March 26
Magazine to artist for layout	Friday, April 9
Magazine posted online	Friday, April 23

Summer 2027—Vol. 29/3

[Annual Conference: 7/18-22/27]

Submission deadline	Friday, June 11
Magazine to artist for layout	Friday, June 25
Magazine posted online	Friday, July 9

Fall 2027—Vol. 29/4

Submission deadline	Friday, October 8
Magazine to artist for layout	Friday, October 22
Magazine posted online	Friday, November 5