



National Association *for* Court Management

EARLY CAREER PROFESSIONALS (ECP) GROUP

Wednesday, May 27, 2026

1:00 P.M. EASTERN

[ECP WebEx Meeting](#)

Meeting Number: 2535 931 1839

Password: vKmJh9V8fX6

[NACM ECP Page](#)

2025/2026 Committee Charges

Choose a Community Service Project for the Annual Conference

Plan/Implement networking opportunity for the Annual Conference

Define/Implement ways to increase participation of ECP outside of the conferences (*Ongoing*)

AGENDA

Part 1: ECP Group Meeting (1:00-1:30 p.m. E T)

1. Welcome / Introductions
2. Conferences
 - Annual Conference in Jacksonville, Florida on July 12-16, 2026
 - Registration Still Open! [2026 Annual Conference – National Association for Court Management](#)
 - ECP and First Time Attendee Meet and Greet Event will be Sunday July 12th from 5:00pm to 6:00pm
3. Community Service Project for the Annual Conference
 - [Jacksonville Legal Aid](#) – creating fliers that have QR codes linking to the donation page
4. Website and Social Media Subcommittee promo!
 - The [Social Media Subcommittee](#) is responsible for updating and maintaining NACM's social media presence. The subcommittee reviews and approves social media announcements, endorsements, and reposts. The subcommittee members strive to engage NACM members and non-members through social media platforms.
 - Meetings are every third Thursday bi-monthly at 4:00pm ET.
 - The [Website Subcommittee](#) is responsible for proposing changes and enhancements to the NACM board for consideration, maintaining the management of nacmnet.org, assessing proposals for website enhancements and revisions, designing and delegating tasks to committee members, and regularly monitor the website to ensure that the information remains current and pertinent.
 - Meetings are on the first Wednesday of each month at 2:00pm ET.

Contact: Erika Schmid Erika.a.schmid@ojd.state.or.us



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5. CORE Champion Updates

- Goal is to be CORE Champions by May 2027 to be honored at the Annual Conference in July 2027.
- Katie Hemphill's CORE update: mapped out curriculum; looking at classes held during conferences and upcoming conference
- CORE Unleashed – was just held in the Ninth Circuit, FL. An additional two CORE study buddy's are added

6. Shared Interest Group Project

- June – Norman Meyer will talk about performance management and how we can have previews rather than reviews. [NACM - Court Manager Performance Previews, NOT Reviews!](#)
- July – Cancelled for the Annual Conference!
- Share any topics you would like to see for future SIGs

7. General discussion

- Topic: climate or culture survey for employee engagement
- NCSC has resources and templates available
- Katie Hemphill, Carries Summers, Erika Schmid, and Emily Khulman all provided feedback on the positive results a survey can have on employee and management communications and employee morale.

8. Next meeting: June 24, 2026



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Part 2: Shared Interest Group Discussion

(1:30 p.m. – 2:00 p.m. EASTERN)

**MARCUS SWIFT - OREGON JUDICIAL DEPT. HEAD OF ADA STATE WIDE ADA COORDINATOR.
LICENSED ATTY – EMPLOYMENT LAW; DISABILITY**

AMERICAN WITH DISABILITIES ACT AND OREGON COURTS

I. DISABILITY ETIQUETTE

- a. People first language should be used
- b. It's about treating the person with dignity or respect

II. DISABILITY RIGHTS LAW AND POLICIES

- a. ADA passed in 1990
- b. Prohibits against discrimination against people w/ disabilities
- c. Application for state and local governments

III. ADA TITLE II

- a. Provide equal access
- b. Cannot isolate, separate or deny
- c. Also not entitled waives or exceptions
- d. Oregon: mirrors ADA requirements

IV. OJD – INTERNAL POLICIES

- a. OJD justice campaign – 2024-2027
 - i. Several commitments to act as a guiding star to increasing court access

V. COURT RULES

- a. How to submit accommodation requests
- b. SPL can submit requests too

VI. UNIFORM TRIAL COURT RULE

- a. Timing of request
- b. Notice

VII. ADMINISTRATIVE REQUIREMENTS

- a. Accessible
- b. Public notice
- c. ADA coord
- d. Grievance
 - i. 50 or more employees, there must be a designated person to manage the ADA requests/accommodations

VIII. ADA STANDARDS FOR ACCESSIBLE DESIGN

- a. Postings for litigants to access

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IX. FUNDAMENTAL PRINCIPLES

- a. Equal access
- b. Both parties get to question each other's witnesses
- c. Both sides must get their day in court

X. REJECTION OF ADA REJECT

- a. Unreasonable financial or admin burden on OJD
- b. Should not question the disability
- c. Fundamentally altering the nature of the program or service
- d. Remember – we're not in the diagnosing business

XI. REJECTING / MODIFYING ADA ACCOMMODATIONS

- a. Cannot provide an attorney in civil matters
- b. Cannot extend court rules or deadlines
- c. Service for free that others have to pay for
- d. Can't provide personal assistants
- e. Can't provide personal devices
- f. Can't Specialized services

XII. DENYING ADA ACCOMMODATIONS

- a. Only judge, admin staff, authority can deny
- b. When in doubt, go to the judge
 - i. Judge's inherent power to manage the courtroom and proceeding

XIII. EXAMPLES OF ACCOMMODATIONS

- a. Effective communication
- b. Auxiliary aid
- c. CLAS for ASL
- d. Service animals

XIV. REASONABLE ACCOMMODATIONS

- a. Seeing disabilities
- b. Hearing disabilities
- c. Speech disabilities
- d. Auxiliary aids and services technology

XV. REASONABLE ACCOMMODATIONS FOR BEHAVIORAL, INTELLECTUAL COGNITIVE OR DEVELOPMENT DISABILITIES

- a. Adjusting lighting
- b. Advanced notice
- c. Notetaker/reader
- d. Service animal
- e. Case by case basis



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XVI. SERVICE ANIMALS

- a. A dog or miniature horse that is individually trained to do work or perform specific tasks for people w/ disabilities
- b. Service animals are not emotional support, therapy, comfort or companion animals
 - i. It is determined by the training the animal receives
 - ii. Companion animals are not service animals
 - iii. Check with admin authority
 - iv. There are requirements to have a service animal

XVII. GRIEVANCE PROCEDURE

- a. File complaint that goes through an investigation process and will result in a written decision

XVIII. DIGITAL COMMUNICATIONS

- a. ADA has new digital standards
- b. WCAG 2.1AA
 - i. Effort have a single shared standard

XIX. RESPONSE TO DIGITAL ACCESSIBILITY

- a. Broad workgroup
- b. Website forms, documents
- c. Exceptions for archived material
- d. Compliance June 2027

XX. ADDITIONAL RESOURCES

- a. NCSC webinars – overview
- b. Digital accessibility – NCSC

XXI. QUESTIONS

- a. Emotional support animals
 - i. Requirements?
 - 1. Up to court
 - 2. Animal should be well behaved
 - 3. Animal should be on leash
- b. Hidden disability
 - i. Up to the individual to request accommodations
 - ii. Treat people like humans
 - iii. Asking is encouraged