



National Association *for* Court Management

EARLY CAREER PROFESSIONALS (ECP) GROUP

Wednesday, June 24, 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*)

MINUTES

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
 - 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. Conference Development Committee Spotlight
 - The [Conference Development Committee](#) is responsible for planning all aspects of the NACM Midyear and Annual Conferences.
 - Committee members can participate in the overall conference planning and assist with conference logistics: education planning, including conference concept, program development and topic identification; social events (Fun Run/Walk, Golf Tournament, Fundraising and Early Career Professional Events); and Exhibit Show (sponsor solicitation and onsite coordination).
 - The committee meets every third Tuesday of the month at 3:00pm EST.
5. CORE Champion Updates
 - Who is looking to complete the CORE Championship?
 - Goal is to be CORE Champions by May 2027 to be honored at the Annual Conference in July 2027.
 - CORE Champion time frame
 1. 6 sentence response to a video

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2. CORE is launching new management system this Fall
 3. Videos will be interactive
 4. Questions will pop up while watching the video
 5. Type of questions will be changed
 6. 13 competencies / 13 videos
 7. All electronically
 8. Keep notebook to keep track of classes taken, and notes on the material learned
 9. Will need this for essay submission
- b. Emily Kuhlman:
- i. Created 3-month program together
 1. Nevada
 2. Provided space, time and ppl interaction while watching videos together
- c. Carrie Summers
- i. Completed several CORE classes recently
 - ii. Katie helped
 - iii. Notetaking helps with progression
- d. Alina Marshall
- i. 1-2 page essay
 - ii. Essay needed at the end
- e. Katie added the new NCSC course opportunity
https://ncsc.courtllms.org/catalog/info/id:328?utm_campaign=949604_New%20course%20helps%20court%20employees%20connect%20daily%20work%20to%20public%20trust&utm_medium=email&utm_source=newsletter&utm_content=v-0&dm_i=7L57,KCPW,9L61PL,3M9QZ,1,0,0,0
6. Shared Interest Group Project
- July – Cancelled for the Annual Conference!
 - August – Stacey Fields will talk about sustainable leadership in turbulent times.
 - Share any topics you would like to see for future SIGs
7. **Next meeting: August 26, 2026**



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Part 2: Shared Interest Group Discussion

(1:30 p.m. – 2:00 p.m. EASTERN)

Norman Meyer – [Performance Previews, NOT Reviews](#)

I. Traditional performance reviews

- a. Employee level
 - i. Consider updating its methods
- b. New school of thought
 - i. Might be counter productive
 - ii. Reduces morale
 - iii. Employees and supervisors are no longer embracing it
 - iv. Stresses the wrong purposes for appraisals
- c. Employee improvement
- d. Coaching and guidance
- e. Feedback and communication
- f. Create structured approach to advance the interest of the employee, supervisor and the court as a whole
- g. How to make things better for the future
- h. Total of 6 functions
- i. Setting pay scales
- j. Legal documentation
 - i. Grievance
 - ii. Hiring / firing purposes

II. How to do it?

- a. Formal
 - i. Fill out the form, place it in the file
 - ii. Yes, documentation is needed
 - iii. Making employees and employer are on the same page
- b. Informal
 - i. Establish communication throughout the year
 - ii. Employees and supervisors are already talking about the issues
 - 1. no surprises
 - iii. Supervisor
 - 1. How can I help you do your job
 - 2. Can I remove any impediments
 - iv. Performance goals
 - 1. Organization goals
 - 2. Dept goals



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3. Dialogue w/ employee to set goals and metrics
 - a. Always clear understanding and everything is transparent
 - b. Why things are being done
4. supervisor and employee needs training
 - a. always working collaboratively
5. trying to improve performance

III. **Situational leadership**

- a. Get familiar with this
- b. Every employee is different
- c. Should be equity
 - i. recognizing each employee for their own strengths and expectations
- d. Coach and mentor
 - i. then delegation
 - ii. no micromanaging
 1. should be reserved for new employees
- e. Document the past
- f. Create the future
 - i. set goals for the future
 - ii. get the action plan to get there
- g. Performance goals
 - i. key component to create the future
 - ii. training plan

IV. **Questions**

- a. 80% say they are in the top 10 of performers
- b. Lots of questions and listening
 - i. There to learn
 - ii. Learn about the organization
 - iii. Learn the details of every employee
 - iv. Let them get to know you
 1. Shared values and how it aligns with the court
 - v. Suggestion to meet w/ individual employees
 1. Ask open ended questions
 - a. What is important to you
 - vi. What do I need to know
 - vii. What do you need to succeed
 1. What's the first thing I should do
 - viii. Hobbies and interests



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1. Build rapport and trust
- ix. Managing up
 1. Getting to know the communication style
- x. Knowing the expectations of the manager of the manager
 1. Open and transparent communication
- xi. Reviewer of evaluations before it goes to the employee
 1. Comments from supervisor and employee
 2. Make it like a partnership
 3. 3 questions to your supervisor - what can or should I do more of? what can or should I do less of? what should I do differently?
- xii. Don't compare staff
- xiii. Performance standards and metrics
 1. Adjust the metrics
 2. New procedures
 - a. Here's how we're going to be able to make it work
 - b. Ask the employee if they think if anything should be adjusted
 - c. Good management change
 - i. For staff to adapt
- xiv. Balance
 1. Investment in employees
 - a. Adapt to the ppl you're dealing with
 - b. What's the best way to communicate
 - c. Always about customizing to the individual