



# Northern Community Mediation

Where the Solution Is Up To You

Serving Emmet & Charlevoix Counties

## BRIDGES

January  
Vol. 9 No. 11



### THE SPIRIT OF GIVING

Students from Beth White's kindergarten class at Central Elementary school arrived at Brother Dan's with all kinds of canned goods the Thursday before Christmas. Since no one was at Brother Dan's, they brought their contributions upstairs to NCM and put them under our Christmas tree until someone from Brother Dan's arrived.



### BACKGROUND CHECKS

Below is a copy of the background policy of Northern Community Mediation. For those of you who have been notified that you are due for a background check and have not sent in the consent form, please do so as soon as possible. If a consent form is not received by Friday, December 16, unfortunately, we will have to remove you from the roster of mediators.

All volunteer mediators and paid staff who are mediating for NCM are required to have a criminal background check pursuant to requirements from the State of Michigan. Each mediator or staff member must sign a consent form for the purposes of a criminal background check. Anyone convicted of a sexual offense of a felonious nature will not be eligible to mediate for NCM. The background checks shall be done through the Internet Criminal History Access Tool (ICHAT) and the Criminal Registry by the Executive Director. The results of the background checks shall be stored in a separate, locked file drawer or cabinet in the office of the Executive Director. The records shall be maintained throughout the tenure of the mediator's or staff's activities with NCM and then destroyed. Background checks shall be conducted on each volunteer mediator or staff member every two years.

### ARRIVING ON TIME

Please, remember that you should arrive half an hour before a scheduled mediation. This gives you time to set up the room and talk with your co-mediator about how the participants should be seated, who will do the opening statement and other pertinent information relating to the case. Arriving five minutes prior to a scheduled mediation is not a good practice.

### DATES TO REMEMBER

Thursday, January 19	Annual Meeting
Thursday, February 9	Board Retreat
Thursday, February 16	Executive Committee Meeting
Thursday, March 8	Board Meeting
Monday, March 12	Theatre Party
Wednesday, March 21	Project Connect
Tuesday, March 27	Mediator Roundtable
Thursday, April 12	Executive Committee Meeting
Monday, May 21	Appreciation Luncheon
Thursday, May 24	Board Meeting
Thursday, June 14	Executive Committee Meeting
Thursday, July 12	Board Meeting
Tuesday, July 17	Mediator Roundtable
Thursday, August 9	Executive Committee Meeting
Thursday, September 6	Board Meeting
Tuesday, October 9	Advanced Training
Thursday, October 11	Executive Committee Meeting
Thursday, November 8	Board Meeting
Friday, November 16	Staff Retreat
Tuesday, December 4	Breakfast for Champions
Tuesday, December 11	Holiday Party
Thursday, December 13	Executive Committee Meeting

### MEDIATOR ROUNDTABLES

As you will notice from the calendar above, there are two mediator roundtables scheduled in 2012. At this point, please take note of the one scheduled for Tuesday, March 27 because this roundtable will focus on the new confidentiality and disclosure guidelines, as well as the new standards of conduct. It is essential that you attend this roundtable. So, please set aside 3:00pm to 5:00pm on Tuesday, March 27.

### SMALL CLAIMS MEDIATORS

Just a note of caution. If you are doing a small claims mediation, be certain to take the time to notice who the parties are that are listed on the court documents. If not all of those parties are present, we cannot mediate the case because if an agreement is reached, all parties must be present to sign the agreement, as well as to dismiss the charges against all parties.

### MEDIATORS ARE IMPORTANT PEOPLE

Mediator and attorney Lee Hornberger has been admitted to the Federal Mediation and Conciliation Service's Board of Arbitrators. Now, that is impressive.