

ADR Plan - Mediator Training

Presented by the Tennessee Supreme Court Alternative Dispute Resolution Commission
Friday, January 22, 2021, All times in Central Standard Time

Program Producer: John Jefferson

Total Credits CME: 4 Hours (2 General Mediation & 2 General Continuing Education)

TN CLE: 4 Hours General (*Approved TN CLE Commission*)

9:00 a.m.-9:15 a.m. ADR Plan: Introduction & Overview

**Justice Sharon Lee, Tennessee Supreme Court
Larry Bridgesmith, ADRC Chairperson**

9:15 a.m.-10:00 a.m. ADR Plan Case Flow and Forms

*- Court to CMC; CMC prep and assignment to R31 mediator;
R31 mediator back to CMC; CMC to Court close-out
- Importance of activity log and mediator activity report to capture data*

**Stephen Shields, Attorney, Jackson, Shields, Yeiser, & Holt
Jacqueline O. Kittrell, Community Mediation Center, Knoxville**

10:00 a.m.-10:10 a.m. Break

10:10 a.m.-11:10 a.m. Part 1: Working as a mediator when both parties are self-represented

*- Pre-mediation: Intake & Screening, goal setting, finding mutual interests, active listening, overcoming impasse
- Joint session and separate session*

**Jacqueline O. Kittrell, Community Mediation Center, Knoxville
Jen Comiskey, Community Mediation Center, Knoxville**

11:10 a.m.-11:50 p.m. Lunch Break

11:50 a.m.-12:50 p.m. Part 2: Working as a mediator when both parties are self-represented

*- Concluding the mediation without an agreement
- Concluding the mediation with an agreement
- Scribing, reference to forms used, and if multiple sessions needed*

12:50 p.m.-1:00 p.m. Break

1:00 p.m.-2:00 p.m. Remote Technology (Zoom, Phone, DocuSign)

*- DocuSign for agreement to mediate and final agreement
- Zoom confidentiality: breakout rooms and waiting room
- Screen share, scribing in front of the parties
- Hosting, co-mediation, observation*

**Sara Figal, Nashville Conflict Resolution Center, Nashville
Pam Sheridan, Nashville Conflict Resolution Center, Nashville**