



5th Annual OPRA Seminar for the Public

A Public Records Symposium on the Open Public Records Act and Records Retention

Thursday, August 11, 2011

New Jersey State Museum Auditorium

205 West State Street

Trenton, NJ 08625

(Limited Free Parking at the State House Garage)

9:30 AM – 11:30 AM Government Records and OPRA
Catherine Starghill, Esq., Executive Director
Government Records Council (GRC)

11:30 AM – 12:30 PM Question & Answer Session

This session guides the public and public agencies through the mandatory requirements of the Open Public Records Act, as well as recent rulings by New Jersey Courts and the GRC that affect the disclosure of government records.

12:45 PM – 1:45 PM Lunch on your own (suggested local eateries will be provided)

2:00 PM– 3:00 PM A Guide to Records Retention
Karen Perry, Records Analyst
Division of Archives Records Management (DARM)

3:00 PM – 3:30 PM Question & Answer Session

This session guides the public and public agencies through the mandatory requirements of DARM's records retention schedules and procedures.

PRE-REGISTRATION REQUIRED BY JULY 29, 2011

E-mail grc@dca.state.nj.us to register

This seminar is **FREE OF CHARGE** ☺

* Continuing Education Units and Continuing Legal Education Credits Available (see next page)*

DCA Continuing Education Units Provided Upon Request:

CMFO/CCFO –5 contact hours Office Management and Ancillary Subjects

CTC – 5 contact hours General/Secondary Duties

RMC – 5 Contact hours Records

CPWM – 5 contact hours Government

Rutgers Center for Government Services Credits Provided Upon Request:

RPPO/S - 3 Units

Continuing Legal Education Credits Available Upon Request:

This program has been approved by the Board on Continuing Legal Education of the Supreme Court of New Jersey for 5.4 hours of total CLE credit. Of these, 0.0 qualify as hours of credit for ethics/professionalism, and 5.4 qualify as hours of credit toward certification in civil trial law and criminal trial law.

Note: All credit certificates will be provided at the end of the seminar.