

LEAGUE PROFESSIONAL DEVELOPMENT PROGRAM  
In cooperation with the New Jersey Government Records Council  
"A Review of the Open Public Records Act (OPRA)"

Tuesday, June 18, 2013  
9:00a.m.-12:30p.m.  
Crowne Plaza Monroe  
390 Forsgate Drive  
Monroe Township, NJ 08831

This seminar will assist the public, local government employees, governing bodies, departments, boards and commissions to better understand the **mandatory requirements** of the Open Public Records Act, as well as recent rulings by the Government Records Council and NJ Superior Court that affect the disclosure of government records.

Topics discussed will include:

- An overview of the Open Public Records Act;
- An overview of the Government Records Council's function and services provided to requestors and custodians;
- Discussion of procedure for submitting an OPRA request;
- Discussion of procedure for custodians' routine handling of OPRA requests;
- Discussion of common OPRA issues/exemptions and how they impact a custodian's response to a request;
- Discussion of significant GRC and court decisions affecting access to government records; and
- Question and answer session.

**Schedule:**

8:30a.m. - 9:00a.m. Sign-in, Coffee & Networking  
9:00a.m.-10:15a.m.- An overview of OPRA and the GRC  
10:15a.m.-10:30 a.m.-Networking Break  
10:30a.m.-12:30p.m.- Issue/Exemptions, and Court Decisions that affect OPRA

**Presiding Mayor:**  
TBD

**Presenter:**

**Brandon Minde Esq.**, Executive Director, New Jersey Government Records Council

**REGISTRATION FEE: Member Rate: \$55.00\* Non-Member: \$75.00**

\*Member rate applies to: Municipalities, State, County, and Municipal Utilities & Authorities.

To register:

-Visit [www.njslom.org](http://www.njslom.org) and click on *Services*

-Select *Calendar of Events*, Go to the date you are attending

-Download registration form, complete and fax it with your voucher to (609) 695-0151

Questions about registering – contact Suzanne Delany [SDelany@njslom.com](mailto:SDelany@njslom.com) or 609-695-3481 extn 111

**CEU's** –CMFO/CCFO-4.0 Office Mgmt;CTC-4.0 General/Secondary;CPWM-4.0 Govt;RMC-4.0 Rec;QPA-4.0 Off Admin/General Duties; RPPO/RPPS-3.0;CRP-3.25; CPA-4.0 Personal Development; CLE-4.0 Municipal Law;PACLE-3.5 Government Law (Local and Municipal)\*\*

**\*\*Please note, PACLE courses require the attendee to pay a separate fee (not including registration fees) to obtain credits. PACLE credit forms can be downloaded from the League Calendar page: <http://www.njslom.org/seminars.html>**

**IN CASE OF INCLEMENT WEATHER OR CANCELLATION:** We will announce emergency seminar cancellations via recorded announcement on our Weather Hotline: **609-695-3481 ext. 200** and post announcements on our website [www.njslom.org](http://www.njslom.org) after 6:00am on the morning of the meeting.