



The Advocacy Institute Is Pleased to Announce

PROGRAM ANNOUNCEMENT

ETHICS REQUIREMENTS FOR STATE EXECUTIVE BRANCH EMPLOYEES

March 4, 2011

10:00 a.m. to 12:00 p.m.

NJ Forensic Science & Technology Center

1200 Negron Drive

Hamilton, New Jersey

Program Summary

This course will examine ethics requirements for employees of the executive branch of State government, which includes State departments, agencies, authorities, boards, commissions, colleges and universities. The course will cover the Conflicts of Interest Law, *N.J.S.A. 52:13D-12 et seq.*, ethics rules, *N.J.A.C.19:6.1 et seq.*, the Uniform Ethics Code and ethics-related ethics executive orders. The presentation will address the most recent changes to the State executive branch ethics law and focus on specific subject areas most likely to affect executive branch attorneys, including how to comply with the ethics rules regarding gifts, attendance at events, outside activities, secondary employment, conflicts of interest and post employment restrictions. Ethics requirements will be illustrated with case studies from the files of the New Jersey State Ethics Commission as well as recent court cases of special interest. **This session will satisfy the mandatory ethics training requirement for State executive branch employees.**

Who Should Attend?

This program is intended for those persons invited to participate in the *Statehouse Series* presentations.

Who Is the Faculty?

Margaret Cotoia, Esq. is the Ethics Training Officer for the New Jersey State Ethics Commission. Prior to joining the Commission, Margaret worked for the New Jersey Department of Labor and the Public Employment Relations Commission in human resources and labor relations as a trainer, labor mediator, hearing officer and staff attorney. Since she joined the Commission, Margaret has provided ethics training for State employees and Special State Officers at 26 State departments and

over 70 authorities, boards and commissions. Margaret has designed instructor led ethics programs, the mandatory ethics briefing, on-line training programs and ethics educational materials including ethics posters and brochures. She has also trained ethics officers and staff development professionals to provide ethics training at their agencies and provides continuing ethics instruction to Ethics Liaison Officers at the Commission's quarterly educational meetings. Margaret holds a B.S. from Georgetown University in Washington, D.C. and a J.D. from the Penn State University Dickinson School of Law in Carlisle, PA.

How Do I Register?

Registration for this program is by invitation. Those invited may register by e-mail at AdvocacyInstitute@lps.state.nj.us. Registering ensures that you will receive handout material and that there will be ample space for all attendees.

NJ CLE Credit: This program had been approved by the Board on Continuing Legal Education of the Supreme Court of New Jersey for 2.0 hours of total CLE credit. Of these, 2.0 qualify as hours of credit for ethics/professionalism, and 2.0 qualify as hours of credit toward certification in civil trial law, criminal trial law, workers compensation law and/or matrimonial law.

PA CLE Credit: 1.5 ethics credits (\$3.00 mandatory registration fee required)

NY CLE Credit: 2.0 ethics credits (pursuant to the approved jurisdiction policy)