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## PROGRAM ANNOUNCEMENT

*The Advocacy Institute Is Pleased to Present*

### LET THE SUNSHINE IN: THE NEW JERSEY OPEN PUBLIC MEETINGS ACT

**June 20, 2018**  
**10:30 a.m. – 12:00 p.m.**  
**124 Halsey Street**  
**6<sup>th</sup> Floor (Morris Room)**  
**Newark, New Jersey**

### **PLEASE READ: NOTICE REGARDING COURSE MATERIALS**

You will receive the course materials approximately forty-eight (48) hours prior to the date of the course. The materials will be contained in an email attachment.

#### *Program Summary*

This presentation will discuss the history the New Jersey Open Public Meetings Act and the fundamentals that deputies need to know when representing client agencies. It will cover what constitutes a meeting, public notice requirements and exemptions and provisions governing meeting minutes. The program will also include a discussion of the nine exceptions that allow a public body to go into executive session, including personnel matters and attorney-client privilege.

#### *Who Should Attend?*

This program is **only** open to attorneys in the Department of Law & Public Safety. If you are not an attorney in the Department of Law & Public Safety, please do not attempt to register for this program.

#### *Who Is the Faculty?*

**DAG General Geoffrey Gersten** joined the New Jersey Department of Law and Public Safety's Division of Law in 2003. DAG Gersten currently works in the Public Utilities Section counseling the Board of Public Utilities on many issues, including the Open Public Meetings Act and defending its decisions. He was previously assigned to the Consumer Fraud Prosecution Section. DAG Gersten has handled numerous matters involving the recovery and review of electronic documents, subpoena responses to State and federal agencies and large scale e-discovery requests. DAG Gersten has also worked with New Jersey State agencies to assess

their litigation hold practices and search and review capabilities for electronic document production. DAG Gersten is a member of the Division of Law's E-Discovery Task Force and has co-developed and presented extensive, comprehensive e-discovery training to the Division's deputies. He received the Attorney General's Award for Excellence in 2017 for Outstanding Contributions to a Special Project and in 2015 for Excellence in Investigations.

DAG Gersten is a faculty member for the New Jersey Attorney General's Advocacy Institute and the National Attorneys General Training and Research Institute. During law school, DAG Gersten was involved in ground breaking spam litigation on behalf of then leading ISPs, tracing spammers through techniques including review of internet protocols and email text headers. DAG Gersten received his undergraduate degree from the University of Vermont, his J.D. from American University, Washington College of Law and served as a law clerk for the Honorable Donald S. Goldman, J.S.C. (retired).

### *CLE Credit*

**NJ CLE Credit:** This program had been approved by the Board on Continuing Legal Education of the Supreme Court of New Jersey for 1.8 hours of total CLE credit. Of these, 0.0 qualify as hours of credit for ethics/professionalism.

**NY CLE Credit:** 1.5 substantive credits (pursuant to the approved jurisdiction policy).

**PA CLE Credit:** 1.5 substantive credits (\$3.00 mandatory registration fee required).

### **How Do I Register?**

#### **State Employees**

Most State employees are able to register for this course by going to <http://reg2.dcj.lps.state.nj.us/lpcreg/login.aspx?portalid=2> and creating an AGAI Course Registration account. To do so, your computer **must** be attached to the government's Garden State Network. Upon opening the AGAI Course Registration System home page, you will see the Create Account link in the Login Box. Click on it and create your account, which will include you selecting a user name and password. Once you create your account, you can access the AGAI Course Registration System at <http://reg2.dcj.lps.state.nj.us/lpcreg/login.aspx?portalid=2> to register for future courses or to manage your account. Please retain your user name and password for your records.

#### **Non-State Employees or State Employees not Connected to the Garden State Network**

If you are not a State employee, or are otherwise unable to access the AGAI Course Registration System through the Garden State Network, kindly email the Advocacy Institute at: [njagai@njoag.gov](mailto:njagai@njoag.gov) for an authorization code to allow you access to the AGAI Course Registration System through the My New Jersey portal. **Setting up your account through the portal is a two-step process, the details of which are set forth in the next two paragraphs.**

Once you receive the portal authorization code you will be prompted to go to the My New Jersey

portal at <http://www.state.nj.us/> and create a portal account. Once your portal account is created you are prompted to enter your authorization code. This is Step 1 of the process, which you need only do once.

**If you have already been issued an authorization code in the past you do not need to request another one.** You can log into your account on the Garden State Network at <http://www.state.nj.us> and under the heading NJ L&PS Applications you will see the Attorney General's Advocacy Institute's Registration System. Click on that and log into your account on our system.

Upon setting up your portal account, you need to set up your AGAI Course Registration System account. This is Step 2. To do so, log on to the My New Jersey Portal <http://www.state.nj.us/>. Upon opening the AGAI Course Registration System home page, you will see the Create Account link in the Login Box. Click on it and create your account, which will include you selecting a new user name and password. Once you create your account, you can access the AGAI Course Registration System at <http://reg2.dcj.lps.state.nj.us/lpcreg/login.aspx?portalid=2> to register for future courses or to manage your account. Please retain your user name and password for your records.