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*The Advocacy Institute Is Pleased to Announce*

## **PROGRAM ANNOUNCEMENT**

### **DYFS BASIC FACT-FINDING**

**October 16, 2012**

**9:45 a.m. to 4:00 p.m.**

**Richard J. Hughes Justice Complex  
8th Floor DOL Conference Room, West Wing  
25 Market Street  
Trenton, New Jersey**

#### *Program Summary*

This informative and interactive program is designed to enhance a DYFS DAG's presentation of proofs at fact-finding hearings. Direct examination, witness preparation, document and evidence production and strategy will be discussed. Participants will perform a short summation and a direct examination, requiring participants to review materials before the day of the program.

#### *Who Should Attend?*

This program is intended for those members of the Division of Law's DYFS Practice Group who have been selected to attend, notice of which already has been sent to those selected. Please do not attempt to register for this program if you have not been selected to attend.

#### *Who Is the Faculty?*

**AAG Lauren Carlton** joined the Division of Law in 1981 after graduating from Duke Law School. First hired as a Law Assistant, Lauren was a DYFS deputy for many years before being promoted to Assistant Section Chief for Consumer Protection and Securities, and then to Chief for a combined Securities and DYFS Section. Lauren has created and taught many courses for DYFS staff and for Deputies in lawyering skills and substantive DYFS law, created the DYFS DAG Manual and enhanced the DYFS brief bank. She is presently AAG in Charge for the DYFS Practice Group and loves her work.

**DAG Nicole Sara Piccoli** is presently serving with the Division of Law, within the Division of Child Protection and Permanency Central Section. There she handles institutional abuse and neglect cases, licensing cases, and substantiation appeals before the Office of Administrative Law. As a DAG for the DOL for over 8 years, she has handled appeals, guardianships and PRS litigation in Hunterdon, Somerset, Middlesex, and Mercer Counties. DAG Piccoli

graduated Valedictorian of her class at Temple University in 1997, and she went on to graduate *cum laude* from Boston University School of Law in 2001. Prior to working for the Division of Law, DAG Piccoli held a Clerkship for the Honorable John J. Kelly, J.S.C. and worked as an Assistant District Attorney in Somerset, Massachusetts.

### *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 5.5 hours of total CLE credit. Of these 0.0, qualify as hours of credit for ethics/professionalism, and 5.5 qualify as hours of credit toward certification in civil trial law.

**NY CLE Credit:** 5.5 substantive credits (pursuant to the approved jurisdiction policy).

**PA CLE Credit:** 4.5 substantive credits (\$7.50 mandatory registration fee required).

### *How Do I Register?*

#### **State Employees**

Most State employees are able to register for this course by going to <http://reg.dcj.lps.state.nj.us/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://reg.dcj.lps.state.nj.us/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: [AdvocacyInstitute@lps.state.nj.us](mailto:AdvocacyInstitute@lps.state.nj.us) 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. This is Step 1 of the process, which you need only do once.

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://reg.dcj.lps.state.nj.us/login.aspx?portalid=2> to register for future courses or to manage your account. Please retain your user name and password for your records.

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## **PROGRAM AGENDA**

9:45 a.m. - 10:00 a.m.	Registration
10:00 a.m. - 10:45 a.m.	Program Overview
10:45 a.m. - 11:30 a.m.	Discussion of Sample Case
11:30 a.m. - 11:40 a.m.	Break
11:40 a.m. - 12:10 p.m.	Evidence Review
12:10 p.m. - 1:10 p.m.	Summation Practice Session
1:10 p.m. - 2:10 p.m.	Lunch (On your own)
2:10 p.m. - 3:50 p.m.	Direct Examination Session <sup>1</sup>
3:50 p.m. - 3:55 p.m.	Review of the possible uses for the remaining program materials
3:55 p.m. - 4:00 p.m.	Wrap-up

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<sup>1</sup> This session will include a 10-minute break, which will be given at the faculty's discretion.