



---

*The Advocacy Institute Is Pleased to Announce*

## **PROGRAM ANNOUNCEMENT**

### **STATE HOUSE ROUND TABLE: OPEN PUBLIC RECORDS ACT ("OPRA")**

**November 2, 2011  
3:00 p.m. to 4:00 p.m.  
New Jersey State House  
OER Conference Room  
125 West State Street  
Trenton, New Jersey 08625**

#### *Program Summary*

This presentation will provide a basic overview of the requirements under the Open Public Records Act (OPRA). This program will include an examination of the OPRA law itself, and the requirements imposed thereunder upon all government employees, including attorneys and non-attorneys. The program will also provide perspective and insights into the practical problems and legal issues which confront records custodians and their legal counsel on a daily basis. This presentation will give those attending the opportunity to participate in an informal question and answer period to discuss the intricacies of the requirements under OPRA.

#### *Who Should Attend?*

Only those persons already selected to attend this program should register. **Please do not attempt to register for this program if you have not already been selected to participate.** Also, those of you who normally attend the *State House Series* program *may* not be eligible to attend this program.

#### *Who Is the Faculty?*<sup>1</sup>

**Amy Cattafi, Esq.** has served as an assistant counsel to Governor Christie since August 2011, and as a legal specialist to the Governor since September 2010. During that time, Ms. Cattafi has assisted in handling OPRA matters for the office, worked on legislative issues concerning the Department of State and the Department of Children and Families, and manages executive pardons

---

<sup>1</sup> Other members of the Executive Branch *may* also participate as presenters.

and extraditions. Prior to her work for the administration, Ms. Cattafi was an associate with the law firm of Porzio, Bromberg & Newman.

**Raymond A. Brandes, Esq.** has served as an assistant counsel to Governor Christie since his inauguration in 2010. During that time, Mr. Brandes has served directly as the OPRA custodian, and now serves in a supervisory role over OPRA matters for the office. Prior to his work for the administration, Mr. Brandes was an associate with the law firm of Wolff & Samson. Mr. Brandes also served a clerkship with the Honorable Helen E. Hoens of the New Jersey Supreme Court.

### *How Do I Register?*

Most State and some county employees will be able to register for this course by going to <http://reg.dcj.lps.state.nj.us/login.aspx?portalid=2> and creating an account. (Your computer must be attached to the government's Garden State Network.). If you are unable to access the above link 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 registration system through the My New Jersey portal. Once you receive the authorization code you will be prompted to go to the My New Jersey portal at <http://www.state.nj.us/> and create an account, if you do not already have one. Once you do, you then will be able to register through the portal at <http://www.state.nj.us>.

### *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 1.2 hours of total CLE credit. Of these, 0.0 qualify as hours of credit for ethics/professionalism.

**NY CLE Credit:** 1.0 substantive credit (pursuant to the approved jurisdiction policy).

**PA CLE Credit:** 1.0 substantive credits (\$1.50 mandatory registration fee required).