



PROGRAM ANNOUNCEMENT

The Advocacy Institute Is Pleased to Present

CIVILITY AND CONFLICT RESOLUTION FOR GOVERNMENT ATTORNEYS

August 4, 2017

10:30 a.m. to 12:30 p.m.

Richard J. Hughes Justice Complex

6th Floor Point Meeting Area - Attorney General's Library

25 Market Street

Trenton, 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

The Rules of Professional Conduct require that attorneys treat members of the bar and others with whom they deal with courtesy and respect while effectively representing their clients. This program will explore conflict resolution strategies that will assist government attorneys with creating and maintaining positive relationships with colleagues, supervisors, clients and adversaries and in meeting their obligations to practice civility and professionalism in accordance with the RPCs. The presentation will also discuss strategies for maintaining civility in difficult situations where others may be acting in a confrontational, provocative or inappropriate manner.

Who Should Attend?

This program is only for those attorneys assigned to the Division of Law's DCF Practice Group. Please do not attempt to register if you are not a member of the DCF Practice Group.

Who Is the Faculty?

AAG Margaret A. Cotoia is the Director of the New Jersey Attorney General's Advocacy Institute, which offers a broad array of high quality legal education programs that meet the needs of New Jersey government lawyers. She recruits instructors and develops curriculum for the AGAI's lecture programs and is responsible for maintaining and renewing the Institute's accreditation as a continuing legal education provider in New Jersey, Pennsylvania and New York. Margaret is also an instructor for the National Attorneys General Training and Research Institute and a member of its Advisory Board.

Prior to joining the Advocacy Institute, Margaret was the Ethics Training Officer for the New Jersey State Ethics Commission, where she designed and conducted ethics training for State officials at 26 State departments and over 75 authorities, boards, and commissions, provided ethics advice to a state-wide network of agency ethics liaison officers and planned and conducted quarterly meetings for their continuing education. Before working for the SEC, Margaret was a hearing officer and trainer at the New Jersey Department of Labor and a staff attorney and mediator at the Public Employment Relations Commission. 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, Pennsylvania where she was an editor of the law review.

AAG Erin O'Leary oversees the DCF Practice Group with AAG Christian Arnold. Prior to her current assignment, Erin served as a DAG, arguing multiple appellate matters, including two NJ Supreme Court cases (YN and EDO). Erin previously served as the Deputy Commissioner for the Department of Children and Families (DCF). In that role, she oversaw the Office of Legal Affairs and Licensing; the Institutional Abuse Investigation Unit; the Office of Advocacy; and the Office of Policy and Legislative Affairs. Prior to working at DCF, Ms. O'Leary was a Deputy Attorney General initially assigned to represent the Division of Youth and Family Services and later assigned to represent the Department of Health and Senior Services and the Division of Medical Assistance and Health Services. She has served as a guest lecturer at many universities and schools, and has been an Adjunct Professor at the Rutgers Law School.

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 2.0 hours of total CLE credit. Of these, 2.0 qualify as hours of credit for ethics/professionalism.

NY CLE Credit: 2.0 Ethics Credits (pursuant to the approved jurisdiction policy).

PA CLE Credit: 1.5 Ethics Credits (\$3.00 per credit 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 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.