



Jeff Landry  
Attorney General

## State of Louisiana

DEPARTMENT OF JUSTICE  
CIVIL DIVISION  
P.O. BOX 94005  
BATON ROUGE  
70804-9005

April 19, 2018

Dear State Board/Commission Members, Staff and Counsel:

The Civil Division of the Louisiana Department of Justice is pleased to announce monthly trainings for boards and commissions. These free trainings will focus on some of the issues boards and/or commissions face on a daily basis. Topics will include: Dual Officeholding, Open Meetings Law, Public Records Law, Attorney General Opinion Policy, and the North Carolina Dental United States Supreme Court decision and how it affects you and your public entity. Please see the enclosure for additional information relative to these topics.

If you would like to attend a training, please RSVP to Amanda Williams at [williamsam@ag.louisiana.gov](mailto:williamsam@ag.louisiana.gov). In your response, please include your name, title, entity, phone number, email address, and bar roll number (if applicable). Attendance is restricted to board members, staff, and board attorneys. Space is limited, and the training will be filled on a first-come, first-served basis. Registration will close one week prior to the scheduled training date.

What: Civil Law Trainings

Where: Louisiana Department of Justice - Office of the Attorney General  
Livingston Building - Clermont Room  
1885 North Third Street  
Baton Rouge, LA 70802

When: Monday, May 21, 2018 at 1:00 p.m. – 4:30 p.m.  
Monday, June 25, 2018 at 1:00 p.m. – 4:30 p.m.  
Monday, July 30, 2018 at 1:00 p.m. – 4:30 p.m.  
Monday, August 27, 2018 at 1:00 p.m. – 4:30 p.m.  
Monday, September 24, 2018 at 1:00 p.m. – 4:30 p.m.  
Monday, November 26, 2018 at 1:00 p.m. – 4:30 p.m.

Specific information related to these trainings will be available at [www.agjefflandry.com](http://www.agjefflandry.com) in the Trainings and Conferences section. Please contact Amanda Williams at [williamsam@ag.louisiana.gov](mailto:williamsam@ag.louisiana.gov) or (225) 326-6000 with any questions regarding the training.

Sincerely,

Angelique D. Freel  
Director, Civil Division



**Louisiana Department of Justice  
Office of Attorney General Jeff Landry**

**Civil Law Training  
May 21, 2018**

- 1:00pm - 1:30pm**      **Dual Officeholding**  
**Presenter: Erin Day, Section Chief - Public Finance**  
This course is intended to educate participants on Louisiana law governing public officials and employees holding two or more public offices or jobs.
- 1:30pm - 2:00pm**      **Open Meetings**  
**Presenter: Jeffrey Wale, Assistant Attorney General**  
This course will cover Louisiana's Open Meetings Law. The Open Meetings law provides for the public to observe the proceedings of governmental bodies. All governmental bodies are required to follow the Open Meetings Law, and failure to comply with these laws can result in personal fines and legal judgments against an entity.
- 2:00pm - 2:15pm**      **Break**
- 2:15pm - 3:00pm**      **After *North Carolina State Board of Dental Examiners v. FTC***  
**Presenter: Angelique Freel, Director - Civil Division**  
This course will provide Louisiana Board members and staff an overview and practical applications of the United States Supreme Court decision *North Carolina State Board of Dental Examiners v. FTC*.
- 3:00pm - 3:45pm**      **Attorney General Opinion Policy**  
**Presenter: Erin Day, Section Chief - Public Finance**  
This course is intended to help participants understand the policy and procedures related to requesting an official opinion from the attorney general's office.
- 3:45pm - 4:30pm**      **Public Records**  
**Presenter: Luke Donovan, Assistant Attorney General**  
This course will cover Louisiana's Public Records Law. The Public Records Law was enacted by the Louisiana Legislature to protect and define the constitutional right of access to public documents. All public bodies are required to follow the Public Records Law, and failure to comply with these laws can result in personal fines and legal judgments against an entity.